

## Standard installation service scope of work

### Service: Router and switch

#### 1 Service features and deliverables

- 1.1 To conduct the installation job within normal office hour
- 1.2 Unpack and inspect the equipment
- 1.3 Physical mount the equipment
- 1.4 Configure the equipment according to customer's requirement
- 1.5 To verify the equipment port status
- 1.6 To verify the spanning tree and routing protocol status
- 1.7 To conduct the IP connectivity test via ping

#### 2 Customer responsibilities

- 2.1 To provide the technical requirement
  - 2.1.1 IP addressing scheme
  - 2.1.2 VLAN information
  - 2.1.3 IP routing information
  - 2.1.4 QoS requirement
- 2.2 To provide the existing network information
  - 2.2.1 Network diagram
  - 2.2.2 IP addressing scheme
  - 2.2.3 VLAN information
  - 2.2.4 IP routing protocol
  - 2.2.5 Static route (if any)
  - 2.2.6 QoS setting (if any)
- 2.3 To provide a suitable environment like space, power, temperature, etc. for installation
- 2.4 To coordinate with other working parties if required