



### Lab 10.4.2.1 Request for Proposal

Estimated Time: The time will vary depending on the scope of the project.

Number of Team Members: Students will work in teams of two.

#### Objective

The objective of this lab is to prepare a request for proposal (RFP) for a fictitious business for adding a wireless local-area network (WLAN) to their business network.

#### Scenario

An RFP lists a customer's design requirements and the types of solutions a network design must include. Organizations send a RFP to vendors and design consultants. They use the responses they receive to help select a suitable vendor or supplier.

#### Preparation

The instructor will compile a list of approved fictitious businesses used for the RFP.

#### Tools and resources

The following tools and resources will be helpful with this lab:

- Online Internet research
- Vendor literature and site contacts
- Trade journals and publications
- Additional materials

A variety of technology RFPs are available at

<http://networkcomputing.telezoo.com/asp/vrfp/showvendorrfp.asp?idcats=722&history=^709^722&tecname=Wireless>

#### Step 1

Prepare a RFP that lists the design requirements of the business selected and the types of solutions for the network design. The RFP must include all of the following:

- Business goals for the project
- Scope of the project
- Information on the existing network and applications
- Information on new applications
- Technical requirements including the following:
  - Scalability
  - Availability
  - Performance
  - Security

- Manageability
  - Usability
  - Adaptability
  - Affordability
- Warranty requirements for products
- Environmental or architectural constraints that could affect implementation
- Training and support requirements
- Preliminary schedule with milestones and deliverables
- Legal contractual terms and conditions