

Request for Information (RFI)

For: RFI - Wireless Headphones

Date: 12 August 2022

1 Overview of the British Council

1.1 The British Council is the UK's international organisation for cultural relations and educational opportunities. We create awareness and understanding between the people of the UK and other countries by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections, and engendering trust.

1.2 We work with over 100 countries across the world in the fields of arts and culture, English language, education, and civil society. Each year we reach over 80 million people face-to-face and more than 791 million people online, via broadcasts and publications. Founded in 1934, we are a UK public body and charity governed by Royal Charter.

1.3 The British Council employs over 10,500 staff worldwide with its headquarters in the UK and offices in London, Manchester, Belfast, Cardiff, and Edinburgh. Further information can be viewed at www.britishcouncil.org.

2 Introduction and Background to the Project / Programme

2.1 The British Council is seeking further information on goods and/or services within the marketplace to meet the requirements set out below. We look forward to hearing about your capabilities and expertise but would emphasise that the purpose of this RFI is not the preparation by you of significant new material. Instead, it represents an opportunity for you to demonstrate how your goods and/or services can fulfil our requirements as set out below.

2.2 We are exploring wireless headphone technology and are open to any wireless solution provided it caters to the basic/standard requirements listed below:

- Wireless Technology which can connect multiple headphones through a single device for one way transmission of sound
- This requirement is for our exams and same sound to be shared with all candidates through headphone, therefore we require any device which should have the capacity to connect minimum of 50 headsets scalable up to 300 headsets
- At one time we would require device/s which can accommodate up to 300 to 350 connections using one input
- Secure technology which allows secure connection with specific devices only with one way transmission

- Usually, these exams are conducted in a closed space – exam hall. Therefore, the device should have adequate range minimum of 15-20 meters
- All devices must meet Pakistan Telecom Authority regulations (specific to transmitting devices) <https://www.pta.gov.pk/en>

2.3 At this stage we are not looking for a detailed plan or delivery proposal as this will be requested at the Request for Proposal/Invitation to Tender stage (if any). However, it would be helpful if you could also provide an indicative estimate of cost (not a quotation) and likely timescales required to deliver the project described above.

3 Disclaimers, confidentiality, and information governance

This section sets out the British Council's principles in relation to this RFI:

3.1 All information supplied to you by the British Council, including this RFI and any other associated documents, either in writing or orally, must be treated in confidence and not disclosed to any third party (apart from your professional advisers, consortium members and/or sub-contractors strictly for the purposes only of helping you to respond to this RFI) unless the information is already in the public domain or is required to be disclosed under any applicable laws.

3.2 This document is only a request for information on goods and/or services that the British Council may or may not wish to investigate further in the future. It does not constitute either an offer to provide goods and/or services to the British Council or oblige the British Council to involve the supplier in any future procurement exercise associated with such goods and/or services. Where indicative pricing has been requested, this is only intended to be used as guidance as to current market potential.

3.3 All costs and expenses incurred in preparation of the Supplier's response to this RFI are the supplier's responsibility.

3.4 This RFI and its accompanying documents remain the property of the British Council and must be returned on demand.

4 Information Required

British Council is currently using infrared technology devices. These devices are used to host examinations across Pakistan which require candidates to listen to a sound (listening exam). As of now British Council is using infrared technology headphones connected via transmitter up to 50 headphones at one time and multiple transmitters connect to one audio source to manage examinations of 50 to 300 candidates. It is likely the number of max candidates to increase in future.

The British Council is looking for advanced equipment to support its examination services across Pakistan. The proposed equipment should meet the mentioned requirements & standards.

1. What brand are you proposing?

2. What technology are you proposing? Is the proposed equipment supporting Bluetooth, Wireless, IR, or any other technology?
3. What are the technical specifications of the equipment? You are requested to provide product brochure.
4. What is the price range you are offering for each equipment? Also, please state cost of this equipment for an exam:
 - a. Connectivity upto 50 headphones at one point of time
 - b. Connectivity of 50-100 headphones at one point of time
 - c. Connectivity of 100-200 headphones at one point of time
 - d. Connectivity of 200-300 headphones at one point of time
5. Does the proposed equipment support Noise Cancellation, as this is a mandatory requirement.
6. What are the tentative delivery timelines for complete solution?
7. What is the maintenance situation of the proposed equipment?
8. Is the equipment battery operated? If so, what is the expected cost of such batteries required for an exam being conducted as per below details:
 - a. 8 hours of usage in a day, upto 50 headphones connected at one of point of time.
9. What does the warranty cover and what is the warranty period?

5 Instructions for Responding

5.1 Your response to this RFI should be submitted to <https://in-tendhost.co.uk/britishcouncil> ONLY latest by **31 August 2022**.

6 Clarification Requests

6.1 If you have any queries in relation to the content of this RFI, please submit a brief clarification request to <https://in-tendhost.co.uk/britishcouncil> by **22 August 2022**. The British Council will try, but is under no obligation do so, to respond to all clarification's requests received 5 working days prior to the date for submission of responses to this RFI.