Office IT Setup Services Packages

SERVICES	Basic Package*	Standard Package*	Custom Package (send your requirements for quotation)
Server Rack Setup			
Install Rack, IEC, Power distribution strips, ventilation Fans	X	✔ up to one rack	✔
Network and Power Cabling within rack			
Server Setup			
Basic File Server with shared drives (Windows Svr)	✔ up to 1 server	✔ Choose any 1	✔
File server with shared drives and 3rd-party CRM software (Windows Svr)	X		
File server with shared drives and 3rd-party Accounting software (Windows Svr)			
File server with shared drives and MS Exchange (Windows Svr)			
Install & configure NAS backup		✔ up to 1 NAS	
Other types of servers such as RedHat, CentOS etc	X	X	✔ (or other Cloud backup services)
Configure Telogic Cloud and System Image Backup service (with subscription)			
All servers installed with RAID1 (min 2 HDDs required)	✔	✔	✔
All server setup includes Server Mounting, OS installation, basic user and connectivity configurations, and essential peripherals installations			
Network Connectivity Setup			
Setup Internet Connectivity on Non-enterprise Router with up to 1 static IP from corporate account (if Modem/ONT available)	✔	✔	✔
Setup Unmanaged Switch (up to 24-port)	✔ up to 1 switch	✔ up to 2 switches	✔
Setup VPN connection with HQ/Head office (either local or overseas)	✔	✔	✔
Setup Wireless Access Point	✔ up to 1 AP	✔ up to 2 APs	✔
Setup IP configuration on Enterprise Routers and Managed Switches	X	X	
Network Accelerators, Load Balancers, DMZs			
PC/Workstation - (Preloaded with OS)			
Setup IEC, LAN Cable or WIFI, essential peripherals	✔ up to 10 terminals	✔ up to 20 terminals	✔
Activate MS Office			
Configure MS Outlook			
Install printer driver of office printer			
Install Anti-virus			
Configure Telogic Data and System Image Backup service (with subscription)	X	X	✔ (other Cloud backup services negotiable)
Install and configure 3rd-party CRM software			
Install and configure 3rd-party Accounting software			✔
Office Productivity			
Setup Multifunction printers	✔ up to 1 printer	✔ up to 2 printers	✔
Install IP phones	✔ up to 10 terminals	✔ up to 20 terminals	
BizPhone/Virtual Line subscriptions	X	X	
Other Services			
Supply & Install Software licences (will be charged separately)	X	X	✔
Clean Install OS on workstations			
Web/Domain hosting services			
Other Add-ons not specified (negotiable)			

Note

*All required hardware,software & licenses needs to be purchased by customer beforehand. Sign up for Custom Package if you require us to supply hardware