



**VSAT Needs Specification Form  
Ver 1.2**

Please fill in the appropriate boxes and supply the information as needed. This form is designed to be used in its electronic form, with answers being supplied in the appropriate columns.

IF the answer is "Yes" or "No" place an "X" in the appropriate column otherwise supply the most accurate answer possible in the "Answer" column.

Description	Yes	No	Answer
<b>Basics</b>			
Location Of Installation			
Name of Primary Contact			
Phone Number of Primary Contact			
Email of Primary Contact			
Customer Name			
Customer Address			
Customer Billing Contact			
User Site name (Name of the party using the system if different than the customer name)			
<b>Site Information</b>			
Size of building in stories			
Size of building approximate outside dimensions (e.g. 30 x 60 meters)			
Location of offices where technical resource will be deployed (which floor if a multi-floor building)			
Type of construction (Steel, Concrete, Wood, Block, other –please describe_			
Electrical Power (National, Generator, other)			
Is there a secure closet or room to place the equipment for the network or satellite services			
Type of access to roof?			
Air Conditioning in room?			

Description	Yes	No	Answer
<b>Logistics Information</b>			
Access to building from private driveway?			
Access to building from street?			
Security Badge or clearance required			
DBA or Special Insurance Required?			
Escort Required?			
National Staff allowed access?			
JPI Vehicles Allowed Access?			
Storage area for spares or other components?			
<b>Technical Information</b>			
Number of users to access the network/VSAT?			
Microsoft Networking?			
Linux based networking/Servers?			
VPN Access required?			
Number of VPNs?			
Type of VPN Used?			
JPI to provide VPN Appliances/Hardware?			
JPI To provide LAN?			
Wired LAN?			
Wireless LAN?			
Number of wired access points to be provided by JPI			
Number of workstation required to be provided by JPI?			
JPI to provide switch hardware?			
Number of wireless cards to be provided by JPI			
VOIP to be Provided?			
Number of VOIP Handsets required to be provided by JPI			
Special VOIP considerations			
VSAT to carry Video?			
Number of Video Conferences held each week or month (please specify)			
Type Video Conferencing equipment			
JPI To provide Video Conferencing Equipment?			
Is this part of a group of sites? How many?			
Are all these sites connected for business purposes?			
Will these sites need to share information with each other or have need to video conference together			

Description	Yes	No	Answer
<b>Technical Information (cont)</b>			
Will these sites need to use applications such as Lotus Notes, Oracle Distributed Databases, SQL Server or Exchange (Please specify)			
Will there be local IT staff?			
Will JPI be required to provide a support contract beyond normal warranty?			
Will JPI be required to provide any additional training above the standard training for the installed equipment?			
Will JPI be required to provide any on-site technical support staff or management full or part-time? (Please specify)			
<b>Schedule</b>			
When is the site required to be operational?			
Who is the responsible contracting organization			
What other requirements are you aware of that are necessary for this site?			
If this is a multi-site group, when are the other sites required to be operational?			
Is this the priority site or is another site the priority site?			
Any additional comments?			