

REQUEST FOR QUOTATION

DEVELOPMENT OF A PRASA ICT STRATEGY AND TECHNOLOGY ROADMAP

1 INTRODUCTION

The Passenger Rail Agency of South Africa (PRASA) is in the process of re-genesis, re-establishing its services, and taking its rightful place in the mobility service in South Africa post the COVID-19 shutdown. The aim is to leapfrog competition through digitization and solid technology blocks. This Request for Quotation (RFQ) seeks to engage a qualified vendor to develop a comprehensive ICT Strategy and Technology Roadmap that will guide PRASA in achieving these objectives.

2 BACKGROUND

PRASA's strategic vision is to be the leader in passenger transport solutions in South Africa, providing safe, reliable, and affordable services. PRASA's structure comprises various operational units, including Metrorail, Shosholoza Meyl, and Autopax. The organization aims to enhance its service offerings through technological advancements, improved infrastructure, and a customer-centric approach.

Key strategic goals of PRASA include

- **Enhancing Customer Experience:** Through modernized and efficient service delivery.
- **Operational Excellence:** By leveraging technology to improve operational efficiency.
- **Sustainability:** Ensuring financial and environmental sustainability in operations.

3 INDUSTRY TREND AND DEVELOPMENTS

Recent developments in rail and bus services technology that are relevant to PRASA include:

- **Digital Ticketing Systems:** Integration of mobile and contactless payment solutions.
- **Predictive Maintenance:** Use of IoT and AI to predict and prevent equipment failures.
- **Smart Mobility:** Adoption of integrated mobility solutions for seamless travel across different modes of transport.
- **Sustainable Energy Solutions:** Implementation of renewable energy sources and energy-efficient technologies in transport services.

4 OBJECTIVES

The primary objectives of this RFQ are to:

- Develop an ICT Strategy that aligns with PRASA's re-establishment and service extension goals.
- Create a Technology Roadmap that outlines the steps required to achieve the strategic objectives, including timelines and milestones.
- Ensure the ICT Strategy and Technology Roadmap are designed to improve efficiency, enhance customer experience, and support operational excellence.

5 SCOPE OF WORK

The scope of work for the ICT Strategy and Technology Roadmap includes, but is not limited to:

1. Assessment of Current ICT Environment

- Review and assess PRASA's current ICT infrastructure, systems, and capabilities.
- Identify strengths, weaknesses, opportunities, and threats in the existing ICT environment.

2. Stakeholder Engagement

- Conduct interviews and workshops with key stakeholders to understand business needs, challenges, and expectations.
- Document stakeholder requirements and ensure alignment with strategic goals.

3. ICT Strategy

- Develop a detailed ICT Strategy that supports PRASA's re-establishment and service extension.

- Address key areas such as digital transformation, cybersecurity, data management, and customer service enhancements.

4. Technology Roadmap

- Create a Technology Roadmap outlining the initiatives required to implement the ICT Strategy.
- Include timelines, milestones, resource requirements, and potential risks.
- Prioritize initiatives based on impact, feasibility, and alignment with PRASA's goals.

5. Recommendations and Implementation Plan

- Provide actionable recommendations for technology solutions and vendor partnerships.
- Develop a high-level implementation plan to guide the execution of the Technology Roadmap

6 MINIMUM REQUIREMENT

Interested vendors must submit the following information

- Company profile, including experience and qualifications in developing ICT strategies and technology roadmaps in transport, specifically rail domain.
- Detailed proposal outlining the approach and methodology for the project.
- Project team composition and CVs of key personnel.
- References from similar projects completed in the past five years.
- Cost breakdown for the project, including any potential additional expenses.
- Timeline for project completion.

7 SUPPLIERS BRIEFING

- There is no briefing session.

8 EVALUATION PROCESS

Interested bidders for this project shall be evaluated in terms for their administrative responsiveness, substantive responsiveness, technical/functional (capacity testing) evaluation and preference points. The evaluation committee shall use the following Evaluation Criteria depicted in table below for the selection of the preferred bidder that shall render / deliver the required works, goods and / or services.

EVALUATION PROCESS	
Stage 1A - Mandatory Compliance	Substantive responsiveness (mandatory)
Stage 1B - Basic Compliance	Administrative Responsiveness
Stage 1C - Technical Compliance	Mandatory Technical Compliance
Stage 2	
Technical/Functional Criteria	Testing of capacity – meet minimum threshold of 70%.
Stage 3	
Preference Points	
Price	80
Specific Goals	20
TOTAL	100

Evaluation criteria for the selection of a potential bidder

8.1 STAGE 1 - Mandatory and Basic Compliance Requirements (Substantive and Administrative Responsiveness)

8.1.1 Stage 1A - Mandatory Compliance Requirements (Substantive Responsiveness)

If a supplier / bidder does not submit the following documents the Proposal will be disqualified automatically:

No.	Description of requirement	Compliant
a)	Completion of ALL RFP documentation (includes ALL declarations, ALL Standard Bidding Documents (SBD) and Commissioner of Oath signatures required)	
b)	Signed Joint Venture, Sub Contract, Consortium Agreement or Partnering Agreement (<i>whichever is applicable</i>)	

8.1.2 Stage 1B - Basic Compliance Requirements (Administrative Responsiveness)

If you do not submit the following basic compliance documents your bid may be disqualified and these documents must be made available within a specified period should an award be made: e.g 7 days

No.	Description of requirement	Compliant
a)	Signed Joint Venture, Consortium Agreement or Partnering Agreement (<i>whichever is applicable</i>)	
b)	Original or certified B-BBEE certificate issued by SANAS (Certificates issued by IRBA and Accounting Officers have been discontinued, however valid certificates already issued before 1 January 2017 may be used until they phase out completely by December 2017) Bidder to include Affidavit for QSEs and EMEs. In cases of JVs or consortiums, a combined B-BBEE certificate in the name of the JV/Consortium must be submitted	
c)	CSD supplier registration number (<i>should a bidder not registered on CSD, the bidder will be afforded 14 days after the closing date to register accordingly</i>)	
d)	A valid and Original Tax Clearance Certificate (valid as at the closing date of this RFP) Or supply SARS Pin	
e)	Company registration documents	
f)	Copies of Directors' ID documents	

8.1.3 Stage 1C – Mandatory Technical Compliance Requirements

If bidder does not submit or meet the following technical mandatory compliance requirements, the bidder will be disqualified automatically.

No.	Description of requirement	Compliant
a)	The bidder must provide <u>3 verifiable Strategy and Technology Roadmap in rail</u> , as per the attached template – Annexure C , accompanied with the client reference letter, on the clients' letter head.	
b)	Bidders are required to <u>demonstrate experience in ICT Strategic Planning, Enterprise Architecture Design and Development of technology roadmaps.</u>	

8.2 STAGE 2 - Technical / Functionality Requirements

Qualifying bidders shall be evaluated on technicality / functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70%. Bidders who score below the minimum requirement shall not be considered for further evaluation in **stage 3**.

ITEM	CRITERIA	WEIGHT
1	Company Experience	45
2	Expertise	45
3	Project Implementation Methodology	10
	TOTAL	100

Details of the scoring methodology presented above are outlined below:
(Points are allocated/calculated out of 5).

Points will be allocated for the following Criteria	Experience Evidence required (This must not be ambiguous)	Maximum Score
Company Experience		45
Similar projects Completed – ICT Strategy and Roadmap in rail domain	Number of Completed Similar Projects <ul style="list-style-type: none">• Three Reference letters attached =5 points• Two Reference letters attached =3 points• One Reference letters attached =1 point Failure to meet the above = 0 Points	45
Expertise		45

	The Project Team	
<ul style="list-style-type: none"> Enterprise Architect 	<ul style="list-style-type: none"> With NQF level 8 Post Grad in Business Management or Information Technology or Computer Science and 10+ Experience in Enterprise Architecture with relevant solution design and architecture certification. <p>= 5 Points</p> <p>Failure to meet the above = 0 Points</p>	25
<ul style="list-style-type: none"> Lead ICT Strategy Consultant <p>CV and certified copies of all qualifications must be included.</p>	<ul style="list-style-type: none"> With NQF level 8 Post Grad in Business Management or Information Technology or Computer Science and 10+ years' Experience in ICT strategy consulting, including at least 5+ years in the rail domain. <p>= 5 Points</p> <p>Failure to meet the above = 0 Points</p>	20
Project Implementation Methodology		10

Approach and methodology in managing this project should include rail and bus services specific approach	Approach and Methodology <ul style="list-style-type: none"> Clearly defined Methodology and Approach specific for a rail and bus service organisation including High Level Project Plan with Key Execution Milestones, incl. Change and Communication plan = 5 Points Methodology and Approach provided but not clear and without Project and Change Management Plan = 3 Points Failure to meet the above = 0 Points	10
Total points		100

Note: A score of zero (0) on any evaluation criteria item will lead to automatic disqualification.

8.3 STAGE 3 - Pricing and Specific Goals

The following formula, shall be used to allocate scores to the interested bidders:
The maximum points for this tender are allocated as follows:

Details	Points
Price	80
Specific Goals	20
Total Points for Price and Specific Goals	100

FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES POINTS AWARDED FOR PRICE THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$PS = 80 (1 - \frac{P_t - P_{min}}{P_{min}})$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender.

For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this RFQ	Returnables	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black Women Owned	Certified copy of ID Documents of the Owners	04	
Black Youth Owned	Certified copy of ID Documents of the Owners	04	
Owned by Black People with Disability	Certified copy of ID Documents of the Owners and Doctor's note confirming the disability	04	
Entities with B-BBEEE contributor status of at least level 2	B-BBEE Certificate / Affidavit	04	
EME or QSE 51% Black Owned	Audited Annual Financial/ B-BBEE Certificate / Affidavit	04	

PREPARED BY

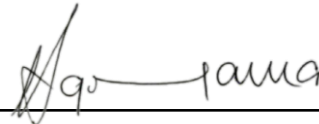


Nkosana Moyo

Delivery Management: GICT

DATE: 22 August 2024

APPROVED BY



Nokuthula Ngonyama

Interim GCIO

DATE: 22 August 2024

ANNEXURE A: PRICING SCHEDULE

	DELIVERABLES/MILESTONES	AMOUNT WITHOUT VAT
1	Assessment of Current ICT Environment <ul style="list-style-type: none"> Review and assess PRASA's current ICT infrastructure, systems, and capabilities. Identify strengths, weaknesses, opportunities, and threats in the existing ICT environment. 	
2	ICT Strategy <ul style="list-style-type: none"> Develop a detailed ICT Strategy that supports PRASA's re-establishment and service extension. Address key areas such as digital transformation, cybersecurity, data management, and customer service enhancements 	
3	Technology Roadmap <ul style="list-style-type: none"> Create a Technology Roadmap outlining the initiatives required to implement the ICT Strategy. Include timelines, milestones, resource requirements, and potential risks. Prioritize initiatives based on impact, feasibility, and alignment with PRASA's goals. 	
4	Recommendations and Implementation Plan <ul style="list-style-type: none"> Provide actionable recommendations for technology solutions and vendor partnerships. Develop a high-level implementation plan to guide the execution of the Technology 	

	Roadmap	
5	Project Management	
Total Without VAT		
VAT		
Total with VAT		

ANNEXURE B – TEMPLATE FOR CONSENT LETTER

Dear Sir/Madam

Permission letter to submit my CV for Project Manager position

I(full names), ID Number:.....gives (bidder company name) the right to use my Curriculum Vitae for submission at PRASA for RFQ for Project Managers RFQ (insert RFQ number).

Kind regards

(signature) _____

Mr/Ms xxxxxxxxxxxx

Date: xxxxxx

ANNEXURE C: REFERENCES

Company Name	Contract Name	Contract Value (R value)	Period and Duration (start date / end date)	Contact Person	Contact Details (Telephone Number and Email)