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| **REQUEST FOR QUOTATION (RFQ)**  **PORTABLE LASER PROJECTORS** |

1. **INTRODUCTION**

The objective of this Request for Quotation (RFQ) is to invite qualified bidders to submit proposals for the supply of ten (10) portable short-throw laser projectors to PRASA.

1. **BACKGROUND**

PRASA has undertaken several initiatives—including training sessions, roadshows, and stakeholder engagements—that require effective visual communication tools to present information to larger audiences.

The proposed hardware MUST meet the minimum requirements detailed in the RFQ – Section 4 below.

1. **SCOPE OF WORK** 
   1. The successful bidder will be responsible for the delivery of the laser projectors to PRASA’s Corporate Offices located at Umjantshi House, Braamfontein.
   2. Bidders must supply projector units that fully comply with the minimum technical specifications outlined in Section 4.
   3. Projector MUST be supplied with 36-months OEM warranty. 3 year projector parts and labour, 5-year or 12000-hour light source.
2. **MINIMUM TECHNICAL SPECIFICATIONS**

The proposed bidder’s solution MUST meet all the requirements in this section. **Product brochures must be submitted to proof compliance**.

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| **No.** | **Description** | **Comply**  **Y/N** |
| 1 | **Laser technology** |  |
| 2 | **Full HD 1080p** |  |
| 3 | **Brightness - 4,000 ANSI Lumens or better** |  |
| 4 | **Resolution - 1920x1080** |  |
| 5 | **Aspect Ratio - 16:9 (HD) or 16:10 (HD)** |  |
| 6 | **Display Type - DLP x 1** |  |
| 7 | **Video Modes - 1080i, 1080p/60, 1080p/50, 576i, 576p, 480p, 480i** |  |
| 8 | **Lamp Life - 30,000 hours or better** |  |
| 9 | **Throw Distance - 1.0 m - 10.0 m** |  |
| 10 | **Image Size - 51 cm - 818 cm** |  |
| 11 | **Throw Ratio - 1.40:1 - 2.24:1 (D:W)** |  |
| 12 | **Digital Keystone - Horizontal & Vertical** |  |
| 13 | **Weight - 4.0 kg or less** |  |
| 14 | **Internal Speakers - 15.0 Watts Mono or better** |  |
| 15 | **Connection Panel - Audio Out; HDMI 2.0 ; RJ-45; USB** |  |
| 16 | **3 Year Projector parts and labour, 5-year or 12000-hour light source.** |  |
| 17 | **Carry case** |  |

1. **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.

PRASA will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

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| **Level** | **Description** |
| Verify Completeness | The bid is checked for completeness and whether all required documentation have been complied with.  Incomplete bids will be disqualified. |
| Verify Compliance | The bids are checked to verify that the essential RFQ requirements have been met. Non-Compliant bids will be disqualified. |
| Mandatory Evaluation Requirement | Provide documentation from OEM which confirms the partnership/ reseller/ distributor status. Evidence in the form  of a signed or valid partnership letter from OEM must be submitted with the quotation. |
| Specific Goals | Evaluate bids on specific goals |
| Price Evaluation | Bidders will be evaluated on price offered |
| Recommendation | Report formulation and recommendation of preferred bidder |
| Approval | Approval and Notification of the bidder |

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.

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| **EVALUATION PROCESS** | |
| **Stage 1A** - Mandatory Compliance | Substantive responsiveness (mandatory) |
| **Stage 1B** - Basic Compliance | Administrative Responsiveness |
| **Stage 1C** - Technical Compliance | Mandatory Technical Compliance – Compliance to all requirement items under section 4 (Mandatory Requirement Specification). |
| **Stage 2 - Preference Points - *Price and Specific Goals*** | |
| Price | 80 |
| BBBEE | 20 |
| **TOTAL** | **100** |

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

**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) | **OEM Certification.**  The bidder must provide evidence in the form of certification or letter from the proposed technology OEM that they are certified to supply and support the proposed products. |  |
| b) | **Company Experience:**  The bidder must provide at **least 2 references** for Supplying projectors / audiovisual equipment.  The references MUST be on clients’ letterheads with contact details and **MUST NOT** be more than 12 months old from issue date of this RFQ. |  |
| c) | Completion of ALL RFP documentation (includes ALL declarations, ALL Standard Bidding Documents (SBD) and Commissioner of Oath signatures required) |  |

**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

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| --- | --- | --- |
| **No.** | **Description of requirement** | **Compliant** |
| a) | Signed Joint Venture, Consortium Agreement or Partnering Agreement *(whichever is applicable*) |  |
| 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 *(should a bidder not registered on CSD, the bidder will be afforded 14 days after the closing date to register accordingly)* |  |
| 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 |  |

**Stage 1C – Mandatory Technical Compliance Requirements**

The bidder solution MUST meet all the requirements in this section 4. Product brochures must be submitted to support compliance.

*\*Failure to meet the requirement in the section 4 (Minimum Technical Specification) will lead to automatic disqualification.*

***5.2 Stage 2 - Price 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−Pt−PminPmin)

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 | 5 |  |
| Black Youth Owned | Certified copy of ID Documents of the Owners | 5 |  |
| Owned by Black People with Disability | Certified copy of ID Documents of the Owners and Doctor’s note confirming the disability | 5 |  |
| EME or QSE 51% Black Owned | Audited Annual Financial/ B-BBEE Certificate / Affidavit | 5 |  |