

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NATIONAL TREASURY)					
BID NUMBER:	NT014-2023	CLOSING DATE:	06/11/2023	CLOSING TIME:	11:00 AM
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
NATIONAL TREASURY					
TENDER INFORMATION CENTRE (TIC)					
DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
240 Madiba Street, Pretoria, 0001					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Supply Chain Management		CONTACT PERSON	Supply Chain Management	
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	NTAdministrativeTenders@Treasury.gov.za		E-MAIL ADDRESS	NTAdministrativeTenders@Treasury.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS					

SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:



TERMS OF REFERENCE

NT014-2023

**APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY,
INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY
AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT**

CLOSING DATE: 06 NOVEMBER 2023 AT 11:00 AM

VALIDITY PERIOD: 90 DAYS

TABLE OF CONTENTS

1.	BACKGROUND	1
2.	PURPOSE	1
3.	SCOPE OF WORK	1
	3.1 The bidder shall:	1
	3.2 Bid requirements and Specification	4
4.	PROJECT DELIVERABLES	15
	4.1 Deliverables	15
	4.2 Briefing Session.....	15
	4.3 Site Inspection (Compulsory)	16
5.	EVALUATION CRITERIA	16
	5.1 PHASE 1A: Mandatory Requirements.....	16
	5.2 PHASE 1B: FUNCTIONALITY EVALUATION	17
	1.1 Preference point system.....	24
6.	ANNEXURE A1: CURRICULUM VITAE TEMPLATES	26
7.	ANNEXURE A2 – LIST OF PROJECTS AND CONTACTABLE REFERENCE	29
8.	ANNEXURE A3: DETAILS OF BIDDER.....	31
9.	ANNEXURE A4: BIDDER PROFILE	33



1. BACKGROUND

The Chief Directorate: Information and Communications Technology (CD: ICT) depends on its information and communications technology (ICT) infrastructure to carry out its operations. To keep up with the latest advancements, there is a necessity to upgrade the servers and storage systems.

The National Treasury has initiated a project to replace the existing servers and storage solutions with a private cloud setup. Implementing a private cloud infrastructure will empower the National Treasury to enhance its ICT capabilities, optimize resource utilization, and streamline operations. As part of this initiative, the National Treasury also requires VMware licenses, as well as support and maintenance services for VMware and hardware up to the Operating System (OS) level. In addition, the CD: ICT necessitates the implementation of High Availability (HA) and Disaster Recovery (DR) solutions. The National Treasury consist of the following sites:

- Primary Site : Centurion SITA building
- High Availability Site: Pretoria Central
- Disaster Recovery Site: Cape Town

2. PURPOSE

The purpose of this bid is to appoint a service provider for the procurement of ICT servers, storage, VMware licenses and associated professional service. This procurement aims to enhance the National Treasury ICT infrastructure, ensure efficient data storage and management, and optimize virtualization capabilities.

3. SCOPE OF WORK

3.1 The bidder shall:

Supply, install, and configure all required hardware and software from either DELL or HP. Specify the manufacturer, make, and model of the equipment being bid for.

- Provide all necessary licenses including VMWare licenses.
- Design the private cloud architecture, including hardware, software, and network components according to best practice.
- The private cloud solution must be scalable to accommodate the company's growing business needs. It must offer flexibility in terms of resource allocation, allowing for easy expansion or



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

contraction of computing resources based on demand.

- The private cloud infrastructure must provide robust security measures to protect sensitive data and applications. It should incorporate encryption, access controls, firewalls, and intrusion detection/prevention systems. Compliance with relevant industry regulations and data protection laws should also be ensured.
- The private cloud solution should ensure high availability and reliability of services. It must include features like load balancing, failover mechanisms, and redundant components to minimize downtime and maximize uptime.
- The private cloud infrastructure should be designed to optimize performance. It should include technologies such as caching, content delivery networks (CDNs), and performance monitoring tools to enhance application responsiveness and improve overall user experience.
- Testing and validation of the private cloud infrastructure.
- The bidder is responsible for migrating existing data, applications, and virtual machines from the old infrastructure to the new infrastructure. Additionally, disaster recovery data must be duplicated from the primary site and physically transported to Cape Town. All associated costs must be comprehensively included in the proposal.
- Bidder must Design and implement a robust high availability and disaster recovery solution, including conducting comprehensive disaster recovery (DR) test twice a year.
- The bidder is required to perform maintenance on the hardware and software up to the operating system (OS) level. This encompasses tasks such as patching, daily health checks, and conducting VMWare meter readings, among other responsibilities.
- The bidder shall train relevant staff on the new infrastructure, and administration.
- Provide installation costs and a lead time for project completion.
- The bidder will be required to do cable clean-up in the server room at Centurion which include the following:
 - **Colour Coding:** Use color-coded cables or cable ties to visually distinguish between different types of connections (e.g., data, power, network) and to identify critical systems or paths.
 - **Cable Management Tools:** Invest in cable management tools such as cable trays, cable managers, and cable raceways to keep cables organized and prevent them from tangling or becoming a tripping hazard.
 - **Cable Length:** Use the appropriate cable length for each connection to avoid excess slack. This minimizes clutter and ensures cables are neatly arranged.



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

- **Rack Organization:** Arrange servers and network equipment logically within server racks, with cables routed in a way that minimizes interference and optimizes airflow.
 - **Cable Bundling:** Bundle cables together using Velcro straps, cable ties, or hook-and-loop wraps. Avoid using zip ties as they can be challenging to remove and may damage cables.
 - **Cable Routing:** Route cables along designated paths and avoid running them across walkways or under heavy equipment. Use cable guards or covers to protect cables where necessary.
 - **Vertical and Horizontal Cable Management:** Implement both vertical (from top to bottom) and horizontal (side-to-side) cable management to keep cables organized at all levels within the server rack.
 - **Patch Panels:** Use patch panels for network connections to centralize cable terminations. Label ports on the patch panel to correspond with the connected devices.
 - **Cable Labels:** Clearly label both ends of each cable with information such as device names, ports, and IP addresses. Include labels on power cables as well for easy identification during maintenance.
 - **Grounding:** Ensure that all cables are properly grounded to prevent electrical interference and reduce the risk of electrical hazards.
- Proposals must include provisions for any required consumables to ensure successful implementation of the proposed solutions. The National Treasury will not hold accountability for any additional items identified during the implementation phases, such as electrical plugs, multi-plugs, power cords, fibre cables, duplex patch cords, which must comply with South African standards.
 - Ensure the provision of certified engineers and project managers who specialize in their respective technology domains. The project managers should possess a track record of overseeing complete infrastructure replacement projects.
 - The bidder is required to facilitate the buyback of the previous infrastructure located in the Production site in Centurion and the Disaster Recovery (DR) site in Pietermaritzburg. When it comes to disposal, adherence to regulatory or industry standards is mandatory for the proper disposal of old technology.
 - The Bidder will be required to Sign a Service Level Agreement (SLA) and a Master Service Agreement (MSA) with the National Treasury for a period of five years.



3.2 Bid requirements and Specification

- **Bidder Experience and References:**

The bidder should have at least 5 years' experience in delivering servers and storage equipment to similar organisations. They should provide references that demonstrate their expertise in providing reliable and high-performance solutions.

- **Hardware Specifications:**

The bidder must provide servers and storage equipment that meet the following specifications:

- **Server specifications:** Include details such as processor type, speed, number of cores, memory capacity, and disk storage capacity.
- **Storage specifications:** Include details on storage capacity, disk type (e.g., SSD, HDD), RAID configuration, and scalability options.

- **Compatibility:**

The servers and storage equipment provided by the bidder should be compatible with the existing IT infrastructure, including networking components, operating systems, and applications. Compatibility testing may be required before deployment. The technology must integrate with the current backup solution as well as other servers and storages that are already implemented.

- **Performance and Reliability:**

The bidder should ensure that the servers and storage equipment deliver high performance and reliability. This includes providing information on expected performance metrics, such as IOPS (Input/Output Operations Per Second), throughput, and latency. The equipment should be designed for 24/7

365 operation and have appropriate redundancy features to minimize the risk of hardware failures.

- **Scalability:**

The servers and storage equipment should be scalable to accommodate future growth and changing business needs. The bidder should provide information on the maximum capacity and



scalability options available, including expansion capabilities and support for additional modules or drives.

- **Energy Efficiency:**

The bidder should prioritize energy-efficient server and storage solutions. This includes providing information on power consumption, energy-saving features, and compliance with industry standards such as Energy Star

- **Warranty and Support**

The bidder should offer 5 years warranty coverage for the servers and storage equipment, including replacement of faulty components and on-site support. Clear details about the warranty period and the level of support provided should be included in the proposal.

- **Pricing and Cost-effectiveness:**

The bidder should provide a comprehensive pricing structure for the servers and storage equipment, including any additional costs such as installation, configuration, and ongoing maintenance. The proposal should demonstrate cost-effectiveness in comparison to other comparable solutions in the market.

- **Timelines and Delivery:**

The bidder should provide a clear timeline for the delivery of servers and storage equipment, including installation and configuration. Any potential delays or constraints should be communicated upfront.

- **Compliance and Certifications:**

The bidder should ensure that the servers and storage equipment comply with relevant industry standards and certifications. This includes compliance with safety regulations, electromagnetic compatibility standards, and any specific certifications required by the organisation.



3.2.1 Requirements for Servers, Storages, VMware and Professional service (Annexure D)

3.2.1.1 DELL Requirement

Sites	Production AZ1	High Availability AZ2	DR DR (CPT)
Management Clusters	4 x VxRail E660F 2 x Intel® Xeon® Gold 5320 2.2G, 26C CPUs 16 x 32GB RDIMM, Memory 5 x 3.84TB SSD SATA Read Intensive 6Gbps SSDs Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 ProdePloy Plus Services 5 Yrs Prosupport Plus Services VxRail VMware, vSAN Enterprise, 5 Years	4 x VxRail E660F 2 x Intel® Xeon® Gold 5320 2.2G, 26C CPUs 16 x 32GB RDIMM, Memory 5 x 3.84TB SSD SATA Read Intensive 6Gbps SSDs Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 ProdePloy Plus Services 5 Yrs Prosupport Plus Services VxRail VMware, vSAN Enterprise, 5 Years	4 x VxRail E660F 2 x Intel® Xeon® Gold 5320 2.2G, 26C CPUs 16 x 32GB RDIMM, Memory 5 x 3.84TB SSD SATA Read Intensive 6Gbps SSDs Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 ProdePloy Plus Services 5Yrs Prosupport Plus Services VxRail VMware, vSAN Enterprise, 5 Years
Production Cluster	5 x VxRail P670F 2 x Intel® Xeon® Platinum 8358 2.6G, 32C CPUs 16 x 32GB RDIMM, Memory	5 x VxRail P670F 2 x Intel® Xeon® Platinum 8358 2.6G, 32C CPUs 16 x 32GB RDIMM, Memory	5 x VxRail P670F 2 x Intel® Xeon® Platinum 8358 2.6G, 32C CPUs 16 x 32GB RDIMM, Memory



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	16 x 64GB RDIMM, Memory Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 Emulex LPE 35002 Dual Port 32Gb Fibre Channel HBA, PCIe Low Profile ProdePloy Plus Services 5 Yrs Prosupport Plus Services	16 x 64GB RDIMM, Memory Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 Emulex LPE 35002 Dual Port 32Gb Fibre Channel HBA, PCIe Low Profile ProdePloy Plus Services 5 Yrs Prosupport Plus Services	16 x 64GB RDIMM, Memory Broadcom 57504 Quad Port 10/25GbE,SFP28, OCP NIC 3.0 Emulex LPE 35002 Dual Port 32Gb Fibre Channel HBA, PCIe Low Profile ProdePloy Plus Services 5 YrsProsupport Plus Services
Storage	Dell Powerstore 1200T 384GB Appliance DIMM 192GB Per Node 25GBE OPTICAL 4 PORT CARD PAIR 14 x 25X2.5 NVME SED SSD 15.36TB 3M PASSIVE 25G TWINAX CABLE QTY 2 32GB FC 4 PORT IO MODULE PAIR ProDeploy Plus for PowerStore 1xxx T ProDeploy Plus Add-On for PowerStore Remote Replication ProDeploy Plus Add-On for PowerStore Local Replication Data Migration Services: Remote Virtual V2V Migration 101 Plus VMs 5 Yrs ProSupport Plus and	Dell Powerstore 1200T 384GB Appliance DIMM 192GB Per Node 25GBE OPTICAL 4 PORT CARD PAIR 14 x 25X2.5 NVME SED SSD 15.36TB 3M PASSIVE 25G TWINAX CABLE QTY 2 32GB FC 4 PORT IO MODULE PAIR ProDeploy Plus for PowerStore 1xxx T ProDeploy Plus Add-On for PowerStore Remote Replication ProDeploy Plus Add-On for PowerStore Local Replication Data Migration Services: Remote Virtual V2V Migration 101 Plus VMs 5 Yrs ProSupport Plus and 4Hr	Dell Powerstore 1200T 384GB Appliance DIMM 192GB Per Node 25GBE OPTICAL 4 PORT CARD PAIR 14 x 25X2.5 NVME SED SSD 15.36TB 3M PASSIVE 25G TWINAX CABLE QTY 2 32GB FC 4 PORT IO MODULE PAIR ProDeploy Plus for PowerStore 1xxx T ProDeploy Plus Add-On for PowerStore Remote Replication ProDeploy Plus Add-On for PowerStore Local Replication Data Migration Services: Remote Virtual V2V Migration 101 Plus VMs 5 Yrs ProSupport Plus and 4Hr



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	4Hr Mission Critical	Mission Critical	Mission Critical
IP Netw orkin g Switc hes	2 x S5248F	2 x S5248F	2 x S5248F
SAN Switc hes	2 x DS6620	2 x DS6620	2 x DS6620
Mgmt Switc hes	1 x S3048	1 x S3048	1 x S3048
Rack	1 x 42U Dell NetShelter Rack	1 x 42U Dell NetShelter Rack	1 x 42U Dell NetShelter Rack
Rack PDUs	2 x Rack PDU 32A, 230V, (36) C13 & (6) C19	2 x Rack PDU 32A, 230V, (36) C13 & (6) C19	2 x Rack PDU 32A, 230V, (36) C13 & (6) C19

Physical Servers
Domain Controllers - 3 x PowerEdge R660xs
Metro -Witness Server - 1 x PowerEdge R450 Server
Cable Clea nup

Dell Software (Transactional License Agreement)



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Quantity	License Model	Licensed SW
5	147-BCVE	PowerStore 1200 Base License TLA=IC
742	147-BBKO	PowerStore Capacity SW TLA=CB
35	147-BCSW	VxRail HCI15G AF/Hybrid ProcrGold TLA=IG
44	147-BCTG	VxRail 15G DynNode Processor Plat TLA=IG
70	147-BCTM	VxRail HCI Sys SW (CAP3.84 SATA)TLA=CF
633	147-BCSY	VxRail HCI Sys Memory 32GB TLA=CG
352	147-BCSP	VxRail HCI Sys Memory 64GB TLA=CG

Year1 Professional Services

5yrs - Managed Services - 24x7 Hybrid : (Onsite Resources during business hrs & Remote after hrs) - Yearly Price
Deployment of VCF Components & SRM (Once Off)

Year2 to Year 5 Services

Year 2 Managed Services - 24x7 Hybrid : (Onsite Resources during business hrs & Remote after hrs) - Yearly Price
Year 3 Managed Services - 24x7 Hybrid : (Onsite Resources during business hrs & Remote after hrs) - Yearly Price



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Year 3 Managed Services - 24x7 Hybrid : (Onsite Resources during business hrs & Remote after hrs) - Yearly Price
Year 5 Managed Services - 24x7 Hybrid : (Onsite Resources during business hrs & Remote after hrs) - Yearly Price

Table 1: DELL requirement



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

3.2.1.2 HP Requirements

Converged Solution with Software, Services and Support, with the following minimum specification:HP																																	
Rack Infrastructure	• 2	<ul style="list-style-type: none">2 x HPE 42U 600x1200mm Racks each with 4 x 7.3kVA/60309 3-wire 32A/230V Outlets (36) C13 (6) C19/Vertical INTL PDUKVM switch, Mouse, Monitor and LCD																															
	• 3	<ul style="list-style-type: none">2 x H PESynergy 12000 Blade enclosure provided with relevant redundant 100GB Interconnect Modules providing 100GB uplinks and 50GB downlinks with relevant 32GB FC connectivity and Ethernet Connectivity and all cables and transceivers for connectivity.																															
General Purpose Workloads - Virtualisation Servers	• 3	<ul style="list-style-type: none">10 x HPE Synergy Blade servers, each configured with:<ul style="list-style-type: none">2x Processors: 4th Gen Gold Xeon® 24-core Scalable processorsMemory: 1024TB (64GB (1x64GB) Dual Rank x4 DDR5-4800 CAS-40-39-39 EC8 Registered Smart Memory Kit).Internal HDD: 2 x 240GB SSDs.Mezzanine: Converged Network Adapter or equivalent with 25GB Ethernet and 32GB FC).																															
ALM Virtualisation Nodes	• 3	<ul style="list-style-type: none">3 x HPE Synergy Blade servers, each configured with:<ul style="list-style-type: none">2x Processors: 4th Gen Gold Xeon® 24-core Scalable processor.Memory: 1024TB (64GB (1x64GB) Dual Rank x4 DDR5-4800 CAS-40-39-39 EC8 Registered Smart Memory Kit).Internal HDD: 2 x 240GB SSDs.Mezzanine: Converged Network Adapter or equivalent with 25GB Ethernet and 32GB FC).																															
Management nodes	• 3	<ul style="list-style-type: none">3 x HPE Synergy Blade servers, each configured with:<ul style="list-style-type: none">2x Processors: 4th Gen Gold Xeon® 24-core Scalable processor.Memory: 1024TB (64GB (1x64GB) Dual Rank x4 DDR5-4800 CAS-40-39-39 EC8 Registered Smart Memory Kit).Internal HDD: 2 x 240GB SSDs.Mezzanine: Converged Network Adapter or equivalent with 25GB Ethernet and 32GB FC).																															
Domain Controllers	• 3	<ul style="list-style-type: none">HPE DL20 servers, each configured with:<ul style="list-style-type: none">1 x Processors: Intel Xeon E-2314 2.8GHz 4-core processorMemory: 128GBInternal HDD: 2 x 1.2TB SAS 12G.NIC: 10Gb 2-port SFP+ Adapter																															
Networking	• 3	<ul style="list-style-type: none">2 x Redundant Aruba 48 Port 25G SFP+/28, with 8 x 100G QSFP+/28 uplink ports2 x redundant Aruba 48 Port 1 or 10 GB base-T Management switches with 4 x 40G/100GB QSFP+QSFP28 uplink portsALL cables and the necessary transceivers for connectivity																															
Storage Array	• 3	<ul style="list-style-type: none">Storage Array with 372TB useable capacity and 481TB Raw capacity and 929TB Effective useable capacity on a ratio of 2.5:1 with the <table><tr><th>Qty</th><th>Part</th><th>Description</th></tr><tr><td>1</td><td>R0N93A</td><td>HPE Alletra 9000 4-way NVMe Storage Base</td></tr><tr><td>1</td><td>R0N99A</td><td>HPE Alletra 9060 2N Controller</td></tr><tr><td>2</td><td>R4W00A</td><td>HPE 1700W PS Battery Kit</td></tr><tr><td>2</td><td>R3B28A</td><td>HPE Alletra 9000 16/32Gb 4p FC HBA</td></tr><tr><td>8</td><td>Q2P62A</td><td>HPE 32Gb SFP28 Short Wave 1-pack Pull Tab Optical Transceiver</td></tr><tr><td>1</td><td>R3B13A</td><td>HPE Alletra 2240 2U SFF FIO Drive Enclosure</td></tr><tr><td>32</td><td>R0Q10B</td><td>HPE ALLETRA 9000 15.36TB NVMe FE SSD</td></tr><tr><td>1</td><td>R1P29A</td><td>HPE Data Encryption LTU</td></tr><tr><td>0</td><td>R7N52AAE#CTF</td><td>HPE Alletra Software and Support SaaS 3-year Subscription</td></tr></table>	Qty	Part	Description	1	R0N93A	HPE Alletra 9000 4-way NVMe Storage Base	1	R0N99A	HPE Alletra 9060 2N Controller	2	R4W00A	HPE 1700W PS Battery Kit	2	R3B28A	HPE Alletra 9000 16/32Gb 4p FC HBA	8	Q2P62A	HPE 32Gb SFP28 Short Wave 1-pack Pull Tab Optical Transceiver	1	R3B13A	HPE Alletra 2240 2U SFF FIO Drive Enclosure	32	R0Q10B	HPE ALLETRA 9000 15.36TB NVMe FE SSD	1	R1P29A	HPE Data Encryption LTU	0	R7N52AAE#CTF	HPE Alletra Software and Support SaaS 3-year Subscription	
Qty	Part	Description																															
1	R0N93A	HPE Alletra 9000 4-way NVMe Storage Base																															
1	R0N99A	HPE Alletra 9060 2N Controller																															
2	R4W00A	HPE 1700W PS Battery Kit																															
2	R3B28A	HPE Alletra 9000 16/32Gb 4p FC HBA																															
8	Q2P62A	HPE 32Gb SFP28 Short Wave 1-pack Pull Tab Optical Transceiver																															
1	R3B13A	HPE Alletra 2240 2U SFF FIO Drive Enclosure																															
32	R0Q10B	HPE ALLETRA 9000 15.36TB NVMe FE SSD																															
1	R1P29A	HPE Data Encryption LTU																															
0	R7N52AAE#CTF	HPE Alletra Software and Support SaaS 3-year Subscription																															
Consulting and Deployment Services	• 3	<ul style="list-style-type: none">Project Management with Complete documentation of the solution (Test, sign-off and handover)Solution design.Hardware design (Server, Network, Storage, Backup and DR Solution).VMware Design.Solution Installation and ConfigurationOnsite Installation and start up services for Server,Network, Storage, backup solution as per the design.VMware installation and configuration as per the design.Data migration (about ~213TB), from current environment to new infrastructureV2V migrations to new environment (About 300 VMs)Disaster Recovery setup and configuration with automated failover and failback.Disaster Recovery testing																															
Managed Services (HW, OS and vMware Excl Applications)	• 3	Managed Services (HO, SITA and DR) with Onsite Resource during business hrs & Remote after hrs. <ul style="list-style-type: none">Hardware ManagementSystem administration and operationOperating System (OS) ManagementDatabase Support and ManagementBare Metal ManagementOn Premise Cloud support and managementHypervisor support and managementVirtual Machine Management ~ 300Resource monitoring and alertingResource administration and operationAggregated log monitoringOS imaging and patch managementBackup ManagementResource Backup, Archival and RecoveryResource optimizationCapacity and utilisation Dashboards																															
Support and Maintenance	• 3	<ul style="list-style-type: none">Hardware – 5 year 24x7 Complete Care (Semi-annual operating-system environment patch analysis, firmware analysis, Annual System Health Check)Software – 5 year 24x7 telephonic support standard																															
Support Credits and Training	• 1	<ul style="list-style-type: none">300 OEM Credits to provide for any additional services required by the department.Training for 5 x Resources on the following<ul style="list-style-type: none">ComputeStoragevMware vSphere																															
Cable Cleanup																																	



Table 2: HP requirements

3.2.1.3 VMware requirements

Table 3: VMware Requirements

Item	Description
VMware Private Cloud Platform	Based on the consumption model, the solution includes the below. <ol style="list-style-type: none">1. vSphere Enterprise Plus2. vCenter standard3. NSX Prof4. vRealize Operations Manager adv5. Site Recovery Manager
Value Added Services	The below services are included: <ol style="list-style-type: none">1. Install, Manage & Operate VMware Software delivered to the customer as a Service.2. Metering and reporting of VMware Product Usage and monthly billing to end customers.3. First-level support to customers & Log Support Calls to VMware.
Deployment: (Including Migrations and Upgrades)	These are services to stabilize and bring to a supported state the VMware environment for National Treasury . Note: The previous scope can be used for this, based on the previous RFP



3.2.2 Project Resources Requirements

3.2.2.1 Project Manager

- a. The project manager must have at least 5 years' experience in project management in the IT field and providing governance services related to ICT.
- b. Project management certification e.g., PMBOK, Prince2, etc.
- c. A comprehensive grasp of server and storage technologies is imperative. This encompasses proficiency in diverse server architectures, storage technologies, virtualization, operating systems, networking, disaster recovery, and high-availability systems.
- d. Proficiency in project management methodologies and tools. This includes defining project scope, developing project plans, creating timelines, managing resources, identifying risks, and ensuring successful project delivery.
- e. Experience in establishing, implementing, and overseeing governance practices and frameworks specifically related to information and communication technology. Governance services in ICT typically involve ensuring that IT processes, policies, and procedures align with organizational goals, industry standards, and regulatory requirements.
- f. Effective communication is key to coordinating project activities and maintaining good relationships with stakeholders. Project managers must be able to clearly articulate project objectives, provide status updates, and address concerns or issues effectively.
- g. Strong leadership skills.

3.2.2.2 Engineer / Technical team Requirements

- h. The engineer must have 5 years' relevant experience.
- i. **Technical Proficiency**
 - Proficiency in server and storage technologies, including hardware installation, configuration, and troubleshooting.
 - In-depth understanding of VMWare technologies, such as VMWare vSphere, vCenter, and ESXi, is required for successful upgrade implementation.
 - Knowledge of virtualization concepts, resource management, and performance optimization within a VMWare environment.
- j. **Compatibility Assessment**



- Be able to assess the compatibility of existing server and storage infrastructure with the planned upgrade.
- Ability to identify any potential hardware or software conflicts and propose appropriate solutions is necessary.
- Understanding the compatibility requirements between VMWare versions, storage systems, and server hardware

k. Planning and Execution:

- The engineer should be capable of developing a comprehensive upgrade plan, including sequencing of tasks, dependencies, and resource requirements.
- Proven ability to execute the upgrade plan efficiently while minimizing downtime and disruptions is essential.
- Strong project management skills, including coordination with stakeholders and adherence to timelines, are necessary.

l. Migration and Integration:

- Experience in migrating data, applications, and virtual machines from the existing infrastructure to the upgraded environment is required.
- Knowledge of storage migration techniques, such as data replication or storage vMotion, is necessary.
- Ability to integrate the upgraded servers, storage, and VMWare components seamlessly with the existing infrastructure.

m. Troubleshooting and Issue Resolution:

- The engineer should possess strong troubleshooting skills to diagnose and resolve any issues encountered during the upgrade process.
- Knowledge of common server, storage, and VMWare-related problems and their resolutions is necessary.
- Familiarity with diagnostic tools and techniques for identifying and addressing performance or configuration issues is essential.
- The engineer should be proficient in documenting the upgrade process, including configuration details, changes made, and troubleshooting steps.
- The ability to generate clear and concise reports on the upgrade progress, issues encountered, and their resolutions is necessary.
- Relevant certifications, such as VMWare Certified Professional (VCP) or vendor-specific server and storage certifications, are required.



4. PROJECT DELIVERABLES

4.1 Deliverables

The department will pay per milestone delivered and not per time spent on the installation. Timesheets will need to be completed to support the milestone document; The bidder is required to produce the following after appointment:

- Project Charter (which must include at a minimum: project plan, project goals, project deliverables, project governance, project communication plan (including all documentation), Quality Management plan, and project risk plan);
- The bidder shall provide a detailed planning, deployment, configuration and implementation project plan.
- The bidder to provide full and comprehensive design, architecture and implementation documentation. Including architectural diagrams.
- The Contracted service provider shall attend Progress Review Meetings at mutually agreed intervals to present a Project Status Report. The regular Progress Review meetings shall be held at other mutually agreed locations.
- The Bidder shall conduct Installation, testing, and signoff documents for NT sites.
- The Bidder will provide skills transfer to Treasury employees; and
- The bidder shall provide all other deliverables commensurate with the projects.
- The bidder is required to perform comprehensive testing, including high availability and complete failover to the Disaster Recovery site and subsequent restoration to the production environment.
- Cable Clean-up of old infrastructure in preparation for new infrastructure.
- Support and maintenance of an on-site engineer will be as per the signed SLA.

4.2 Briefing Session

A briefing session will be conducted using Microsoft Teams. To express your interest in joining the session, please send an email to NTAdministrativeTenders@treasury.gov.za and meeting details are as follows:

NON-COMPULSORY BRIEFING SESSION:

Date: 24 October 2023

Time: 10:00 South African Standard Time (SAST)

Venue: Ms Team

Link: [Click here to join the meeting](#)



4.3 COMPULSORY SITE INSPECTION

Date: 25 October 2023

Time: 10:00 South African Standard Time (SAST)

Venue: **SITA Centre, 459 John Vorster Dr, Centurion, Pretoria, 0048**

The National Treasury will not fund any travel and subsistence requirements for bidders nor provide any parking.

5. EVALUATION CRITERIA

5.1 PHASE 1A: Mandatory Requirements

Bids will be considered invalid and will not be evaluated further if the following requirements are not met.

- a. Proof of company registration on Central Bidder Database Registration (CSD).
- b. Bidders are required to furnish evidence of their business partner relationships or accreditation with their Original Equipment Manufacturer (OEM), along with comprehensive information regarding certifications obtained from the OEM. Such proof should bear the signature of the OEM.
- c. In the case of a Joint Venture, Consortium, Trust, or Partnership, a signed teaming agreement must be submitted.
- d. Bidders must attend compulsory site inspection at the Centurion Data centre, bidders must complete an attendance register.
- e. In the case of a Joint Venture, Consortium, Trust, or Partnership a, Consolidated Central Supplier Database Registration (CSD) for both companies or proof of company registration on Central Supplier Database Registration (CSD) for each company must be submitted.
- f. Pricing must be fully completed using the **Pricing Schedule** provided. (Annexure B & C)

NOTE: Additional Required Documents (Not for elimination)

- g. In the case of a Joint Venture, Consortium, Trust, or Partnership a Tax compliance status /or SARS-issued pin code for both companies must be submitted (which will be verified)



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

- h. In the case of a Joint Venture, Consortium, Trust, or Partnership a Consolidated B-BBEE certificate for both companies should be submitted.
- i. Proof of valid registration with Compensation for Occupational Injuries and Disaster (COIDA)

5.2 PHASE 1B: FUNCTIONALITY EVALUATION

- a. Bids will be evaluated strictly according to the bid evaluation criteria stipulated in the terms of reference.
- b. Bidders must, as part of their bid documents, submit supportive documentation for all technical requirements as indicated hereunder. The panel responsible for scoring the respective bids will evaluate and score all bids based on their submissions and the information provided.
- c. Bidders will not rate themselves but need to ensure that all information is supplied as required. The Bid Evaluation Committee (BEC) will evaluate and score all responsive bids and will verify all documents submitted by the bidders.
- d. The panel members will individually evaluate the responses received against the following criteria as set out below:
- e. Individual value scores will be multiplied with the specified weighting for the criterion to obtain the marks scored for all elements. These marks will be added and expressed as a fraction of the best possible score for all criteria.
- f. The technical proposal will be scored out of 100 points, with a minimum threshold of 60% required. Bidders that do not meet the minimum functionality threshold of 60% will not be considered for further evaluation. Bidders will be evaluated on the functionality evaluation criteria in a table below:

No	Evaluation Criteria	Weight	Scoring Criteria
1 Company Experience			



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	<p>The bidder is required to have previously successfully completed similar projects (Server, Storage, VMware and Technical Support).</p> <p>The Bidder should list projects as per NT ICT required services (Use the attached template in Annexure A2, A3 and A4 minimum of three (3) projects. with corresponding reference letters for similar projects (Server, Storage, VMware and Technical Support service). Letters should be on referral client letterhead and signed.</p>	20	<p>5= Excellent</p> <p>List five (5) or more signed reference letters of similar project completed.</p> <p>4= Very good</p> <p>List four (4) signed reference letters of similar project completed.</p> <p>3= Good</p> <p>List three (3) signed reference letters of similar project completed.</p> <p>2= Average</p> <p>List two (2) signed reference letters of similar project completed.</p> <p>1= Poor</p> <p>List one (1) signed reference letter of similar project completed.</p>
--	---	----	--

2 Expertise, Qualification and Experience

Bidder(s) are required to submit a certified proof/copy of educational qualification(s) for all resources required. Proof of SAQA evaluation must be provided in the case of foreign qualifications. CVs of the proposed/nominated resource(s) must be submitted in the prescribed format in (Annexure A1). Bidder must provide 1 nominated CV for a project manager and one



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

CV for an Engineer/Technician. CV's must be signed by the proposed resource and not signed on behalf of the proposed resource.			
2.1	Project Manager Qualifications Bachelor's degree in ICT-related fields (IT, Computer Science, and Engineering discipline) and Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification)	15	5= Masters or higher qualification plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification) 4= Honors degree plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification) 3= Bachelors' Degree plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification) 2= Matric and Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification) only 1= Matric only
2.2	Project Manager Experience At least 5 years or more experience in project management in the ICT field and	15	5=9 and More years of experience in project management and providing governance services related to ICT.



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	providing governance services related to ICT.		<p>4= 7-8 years' experience in project management and providing governance services related to ICT.</p> <p>3= 5-6 years' experience in project management and providing governance services related to ICT.</p> <p>2= 3 - 4 years' experience in project management and providing governance services related to ICT.</p> <p>1= less than 2 years' experience in project management and providing governance services related to ICT.</p>
3 Evaluation for Engineer/Technician			
3.1	<p>Qualifications</p> <p>National Diploma in ICT-related fields (IT, Computer Science, and Engineering discipline) added with the OEM DELL or HP and VMware qualification/ certifications. (NOT Attendance Certificate)</p>	15	<p>5= Honors or Higher in ICT plus OEM qualification/ certifications</p> <p>4= bachelor's degree or Postgraduate Diploma BTech plus OEM qualification/ certifications</p>



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

			<p>3= National Diploma plus OEM qualification/certifications</p> <p>2= Matric and OEM Certification only</p> <p>1= Matric with no Certification</p>
3.2	<p>Professional Experience</p> <p>At least 5 years in Servers and storage and VMware deployment, Operating systems updates, patching, and configuration.</p>	15	<p>5= 9 and More years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration.</p> <p>4= 7-8 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration</p> <p>3= 5 -6 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration</p> <p>2= 3- 4 years of experience in Servers, VMWare, and storage management.</p>



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

			<p>Operating systems updates, patching, and configuration</p> <p>1= 1- 2 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration</p>
3.3	<p>Approach and Methodology</p> <p>Bidder to provide the following:</p> <ol style="list-style-type: none"> 1. Organogram showing required Resources and Project team. 2. Detailed Project plan with: <ul style="list-style-type: none"> - Milestones; - Implementation Plan; - Deliverables; and - Costing Schedule Etc. 3. Integration of the proposed solution. How the servers integrate or interoperate with the storage arrays and the SAN switches. And software for Storage Array replication. 4. Installation testing procedure to be implemented. 	20	<p>5= Excellent</p> <p>Approach and Methodology with all four listed requirements and more.</p> <p>4= Very Good</p> <p>Approach and Methodology with only three (3) of the listed requirements.</p> <p>3= Good</p> <p>Approach and Methodology with only two (2) of the listed requirements.</p> <p>2= Average</p> <p>Approach and Methodology with only</p>



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

			one (1) of the listed requirements. 1 = Poor Did not submit the required documentation/ activities.
Total		100	
Minimum Threshold		60%	

TERMS AND CONDITIONS OF THE BID

- The bidder must attach Company profile including List of projects as per NT ICT required services (Use the attached template in Annexure A2) minimum of three (3) projects.
- CVs of the proposed/nominated resource(s) must be submitted in the prescribed format in (Annexure A1).
- Service provider must provide 1 nominated CV for a project manager and one CV for an Engineer/Technician. CV's must be signed by the proposed resource and not signed on behalf of the proposed resource.
- Bidder(s) are required to submit a certified proof (not older than six months) of educational qualification(s) for all resources required. Proof of SAQA evaluation must be provided in the case of foreign qualifications.
- The bidder shall have a fully functional customer site in South Africa that is running in production and attains the intended purpose (fit for purpose). The National Treasury must be able to contact and/or visit the site for reference purposes. The bidder will be required to provide the address.
- Only bids from the approved SITA RFB 1183 panel will be considered.

FAILURE TO ADHERE TO THE REQUIREMENTS AND CONDITIONS OF THE BID WILL LEAD TO DISQUALIFICATION.



Specific goals allocation table

1.1 Preference point system

The applicable preference point system for this tender is the 90/10 preference point system. (a) Price (90) and Specific Goals (10). 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 12.1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 12.1 Specific goals for the tender and points to be claimed are indicated per the table below. The bidder must provide the relevant proof/ required documents for each preference point system indicated:

#	Specific goals	Allocated Preference Points	Required proof/ documents to be submitted for evaluation purposes
1.	<p>The company owned/director/s/shareholders by people who are women.</p> <ul style="list-style-type: none"> 100% company owned by people who are women. = 4 points ≥51% and <100% company owned by people who are women. = 3 points >0% and <51% company owned by people who are women. = 2 points >1% and <50% company owned by people who are women. = 1 point 	4 Points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> Company Registration Certification/document (CIPC) Company Shareholders certificate Certified identification documentation of company director/s CSD report/ CSD registration number (MAAA number) Affidavit or B-BBEE Certificate of the tendering company. Consolidated B-BBEE certificated if the tendering company is a Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	<ul style="list-style-type: none"> 0% and company owned by people who are women. = 0 points 		
2.	<p>The company owned/director/s/shareholders by people who are Black.</p> <ul style="list-style-type: none"> 100% company owned by people who are Black. = 3 points ≥51% and <100% company owned by people who are Black. = 2 points >0% and <51% company owned by people who are Black. = 1 point 0% company owned by people who are Black. = 0 points 	3 Points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> Company Registration Certification/document (CIPC) Company Shareholders certificate Certified identification documentation of company director/s CSD report/ CSD registration number (MAAA number) Consolidated B-BBEE certificated if the tendering company Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).
3	<p>The company owned/director/s/shareholders by people who are Youth.</p> <ul style="list-style-type: none"> 100% company owned by people who are Youth= 3 points ≥51% and <100% company owned by people who are Youth =2 points >0% and <51% company owned by people 	3 points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> Company Registration Certification/document (CIPC) Company Shareholders certificate Certified identification documentation of company director/s CSD report/ CSD registration number (MAAA number) Consolidated B-BBEE certificated if the tendering company is a Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

	who are Youth = 1 point		
	<ul style="list-style-type: none">0% company owned by people who are Youth = 0 points		

6. ANNEXURE A1: CURRICULUM VITAE TEMPLATES

Notes:

- The CV format provided must be strictly adhered to.
- The CV shall not be longer than 5 x A4 s. A Minimum font size of 10 shall be used.
- The CVs must specifically and clearly address the service requirements for evaluation purposes.
- CV's must be signed by the proposed resource.
- Resource may only be submitted by one company.

NOMINATED INDIVIDUAL'S CV

Nominated Individual's First Names	
Nominated Individual's Surname	
Nominated Individual's Date of Birth (yyyy-mm-dd, e.g. 2010-03-04)	
Nominated Individual's Nationality	
Nominated Individual's ID Number or Passport Number for Non-residents	
Bidder's Name	



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Reference Number of Nominated Individual	
Pen Portrait (Describe below, in a maximum of 50 words, significant highlights of your professional experience and achievements. Please type the description in the field below)	

Education/Qualifications			
Institution	From Date	To Date	Qualification Obtained (Include the discipline e.g. BSc Computer

Membership of Professional Bodies (Describe in full, do not use acronyms or abbreviations)

Project Completed



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Other Skills (e.g. Business Communication, Technical writing, etc.)	
Present Position in Bidder's Organisation	
Years with the in-Bidder's Organization	

Professional Experience (work history in descending order of years)			
From Date	To Date	Company/Organisation	Position

Areas of Specialisation

Other Relevant Information (e.g. publications)



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Full Current Contact Details of Three References to be Provided				
Full Name	Position	Company/ Organisation	Telephone No. (with country and area code)	Cell Phone No. (with country code)

Declaration by the Nominated Individual Described in this CV.

I declare that the above information is accurate and can be supported by documents and references on request. I declare that my CV is not included in the proposal of any other bidder.

Name	Signature	Date

Approved by the Bidder Submitting the Bid

Bidder's Name		
Bidder Representative's		
Name	Signature	Date

Notes:

When completed, print a copy and sign every page. Note each page must be signed by the nominated individual whose details are given, and a representative of the bidder submitting the bid. Submit the signed copy as part of the bid.

7. ANNEXURE A2 – LIST OF PROJECTS AND CONTACTABLE REFERENCE



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Name of Company	Name of Project	Services Rendered	Contact Person	Contact Details



8. ANNEXURE A3: DETAILS OF BIDDER

Item	Detail	Description
Bidder's Name		Name of the organisation or individual submitting this
Bidder's Postal Address		Box number
		Suburb
		Postal code
Bidder's Street Address		Number and street
		Suburb
		Town/city
		Postal code
Bidder's Telephone Number		Code and number, e.g. 012 488 9999
Bidder's Facsimile Number		Code and number, e.g. 012 488 9999
Bidder's Registration Number		Company registration number if Applicable
Bidder's VAT Registration Number		If applicable
Bidder's SARS Tax Number		



TERMS OF REFERENCE: NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE-YEAR MAINTENANCE AND SUPPORT CONTRACT

Bidder's Tax Clearance Certificate Expiry Date		yyyy-mm-dd, e.g. 2010-03-04
Contact Person		Contact person for
Contact Person's Cell Phone Number		Number ,e.g. 088 345 6789
Contact Person's Email Address		
Name of Person Signing this Bid		Full name
Date of Signature of the		yyyy-mm-dd, e.g.
Capacity Under which this Bid is Signed		Director, member, individual, etc.
Signature		Sign here

Notes:

- If the postal address is the same as the street address, leave the postal address fields blank.
- When completed, print a copy and sign. Submit the signed copy as part of the bid.
- This form must be completed irrespective of whether the bidder is an individual or an organisation.



9. ANNEXURE A4: BIDDER PROFILE

Bidder's Relevant Experience (maximum 10 one sentence bullet points)
•
•
•
•
•
•
•
•
•
•

Bidder's Areas of Expertise (maximum 10 one-sentence bullet points)
•
•
•
•
•
•
•
•
•
•
Locations of Bidder's Offices in SA (names of towns only)

Bidder's Support Structure (administration, secretarial etc.)



Bidder's Financial Data (current asset value, P&L summary)

Bidder's Date of Foundation (yyyy-mm-dd, e.g. 2010-03-04)

Bidder's BEE Shareholding (names and %)

Bidder's Foreign Shareholding (names, nationality and %)

Bidder Name	
Representative's Name	
Representative's Signature	
Date of Signature	

Notes:

When completed, print a copy and sign. Submit the signed copy as part of the bid.



Special Conditions of Contract

NT014-2023

**APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND
CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A
FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT**

CLOSING DATE: 06 NOVEMBER 2023 AT 11:00 AM

VALIDITY PERIOD: 90 DAYS

S U P P L Y C H A I N M A N A G E M E N T

A LEGISLATIVE AND REGULATORY FRAMEWORK

This bid and all contracts will be subject to the General Conditions of Contract issued in accordance with of the Treasury Regulations 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999), Preferential Procurement Policy Framework Act (PPPFA), NT SCM policy and any other applicable legislation. The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the Special Conditions of Contract are against the General Conditions of Contract, the Special Conditions of Contract takes precedence.

B. EVALUATION PROCESS AND CRITERIA

1. EVALUATION PROCESS

- 1.1. All bids will be evaluated in terms of functionality and preference point system which comprises of the following:

1.1.1 Phase 1A: Initial screening process

- a) In terms of National Treasury Instruction No. 4A of 2016/2017 regarding the National Central Supplier Database (CSD), all bidders must register on the CSD to provide the following information to be verified through the CSD:

- Business registration, including details of directorship and membership.
- Bank Account holder information.
- In the service of the State status.
- Tax compliance status.
- Identity number.
- Tender default and restriction status; and
- Any additional and supplementary verification information communicated by National Treasury.

- b) **Administrative compliance**

Duly completed and signed.

- Invitation to bid – SBD 1
- Pricing schedule SBD 3.3
- Declaration of interest–SBD 4
- Preference Point Claim Form – SBD 6.1
- Provide ID copies for all managing Directors.
- CIPC

1.1.2 Phase 1B: Functionality evaluation as per attached Terms of Reference

- a) Bids will be evaluated strictly according to the bid evaluation criteria stipulated in the terms of reference.
- b) Bidders must, as part of their bid documents, submit supportive documentation for all technical requirements as indicated hereunder. The panel responsible for scoring the respective bids will evaluate and score all bids based on their submissions and the information provided.
- c) Bidders will not rate themselves but need to ensure that all information is supplied as required. The Bid Evaluation Committee (BEC) will evaluate and score all responsive bids and will verify all documents submitted by the bidders.
- d) The panel members will individually evaluate the responses received against the following criteria as set out below:
- e) Individual value scores will be multiplied with the specified weighting for the criterion to obtain the marks scored for all elements. These marks will be added and expressed as a fraction of the best possible score for all criteria.
- f) The technical proposal will be scored out of 100 points, with a minimum threshold of 60% required. Bidders that do not meet the minimum functionality threshold of 60% will not be considered for further evaluation. Bidders will be evaluated on the functionality evaluation criteria in a table below:

Table 1: Summary of functional/Technical Evaluation Criteria

No	Evaluation Criteria	Weight	Scoring Criteria
1 Company Experience			

	<p>The bidder is required to have previously successfully completed similar projects (Server, Storage, VMware and Technical Support).</p> <p>The Bidder should list projects as per NT ICT required services (Use the attached template in Annexure A2, A3 and A4 minimum of three (3) projects. with corresponding reference letters for similar projects (Server, Storage, VMware and Technical Support service). Letters should be on referral client letterhead and signed.</p>	20	<p>5= Excellent</p> <p>List five (5) or more signed reference letters of similar project completed.</p> <p>4= Very good</p> <p>List four (4) signed reference letters of similar project completed.</p> <p>3= Good</p> <p>List three (3) signed reference letters of similar project completed.</p> <p>2= Average</p> <p>List two (2) signed reference letters of similar project completed.</p> <p>1= Poor</p> <p>List one (1) signed reference letter of similar project completed.</p>
2 Expertise, Qualification and Experience			
<p>Bidder(s) are required to submit a certified proof/copy of educational qualification(s) for all resources required. Proof of SAQA evaluation must be provided in the case of foreign qualifications. CVs of the proposed/nominated resource(s) must be submitted in the prescribed format in (Annexure A1). Bidder must provide 1 nominated CV for a project manager and one CV for an Engineer/Technician. CV's must be signed by the proposed resource and not signed on behalf of the proposed resource.</p>			

2.1	<p>Project Manager Qualifications</p> <p>Bachelor's degree in ICT-related fields (IT, Computer Science, and Engineering discipline) and Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification)</p>	15	<p>5= Masters or higher qualification plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification)</p> <p>4= Honors degree plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification)</p> <p>3= Bachelors' Degree plus Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification)</p> <p>2= Matric and Project Management certification (Prince 2 /PMBOK /PMP or any relevant certification) only</p> <p>1= Matric only</p>
2.2	<p>Project Manager Experience</p> <p>At least 5 years or more experience in project management in the ICT field and providing governance services related to ICT.</p>	15	<p>5=9 and More years of experience in project management and providing governance services related to ICT.</p> <p>4= 7-8 years' experience in project management and providing governance services related to ICT.</p> <p>3= 5-6 years' experience in</p>

			<p>project management and providing governance services related to ICT.</p> <p>2= 3 - 4 years' experience in project management and providing governance services related to ICT.</p> <p>1= less than 2 years' experience in project management and providing governance services related to ICT.</p>
3 Evaluation for Engineer/Technician			
3.1	<p>Qualifications</p> <p>National Diploma in ICT-related fields (IT, Computer Science, and Engineering discipline) added with the OEM DELL or HP and VMware qualification/certifications. (NOT Attendance Certificate)</p>	15	<p>5= Honors or Higher in ICT plus OEM qualification/certifications</p> <p>4= bachelor's degree or Postgraduate Diploma BTech plus OEM qualification/certifications</p> <p>3= National Diploma plus OEM qualification/certifications</p> <p>2= Matric and OEM Certification only</p> <p>1= Matric with no Certification</p>
3.2	<p>Professional Experience</p> <p>At least 5 years in Servers and storage and VMware</p>	15	<p>5= 9 and More years of experience in Servers, VMWare, and storage</p>

NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT

	deployment, Operating systems updates, patching, and configuration.		management. Operating systems updates, patching, and configuration. 4= 7-8 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration 3= 5 -6 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration 2= 3- 4 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration 1= 1- 2 years of experience in Servers, VMWare, and storage management. Operating systems updates, patching, and configuration
3.3	Approach and Methodology Bidder to provide the following:	20	5= Excellent Approach and Methodology with all four listed

	<p>1. Organogram showing required Resources and Project team.</p> <p>2. Detailed Project plan with:</p> <ul style="list-style-type: none"> - Milestones; - Implementation Plan; - Deliverables; and - Costing Schedule Etc. <p>3. Integration of the proposed solution. How the servers integrate or interoperate with the storage arrays and the SAN switches. And software for Storage Array replication.</p> <p>4. Installation testing procedure to be implemented.</p>		<p>requirements and more.</p> <p>4= Very Good</p> <p>Approach and Methodology with only three (3) of the listed requirements.</p> <p>3= Good</p> <p>Approach and Methodology with only two (2) of the listed requirements.</p> <p>2= Average</p> <p>Approach and Methodology with only one (1) of the listed requirements.</p> <p>1 = Poor</p> <p>Did not submit the required documentation/ activities.</p>
Total		100	
Minimum Threshold		60%	

TERMS AND CONDITIONS OF THE BID

- a. The bidder must attach Company profile including List of projects as per NT ICT required services (Use the attached template in Annexure A2) minimum of three (3) projects.
- b. CVs of the proposed/nominated resource(s) must be submitted in the prescribed format in (Annexure A1).

- c. Service provider must provide 1 nominated CV for a project manager and one CV for an Engineer/Technician. CV's must be signed by the proposed resource and not signed on behalf of the proposed resource.
- d. Bidder(s) are required to submit a certified proof (not older than six months) of educational qualification(s) for all resources required. Proof of SAQA evaluation must be provided in the case of foreign qualifications.
- e. The bidder shall have a fully functional customer site in South Africa that is running in production and attains the intended purpose (fit for purpose). The National Treasury must be able to contact and/or visit the site for reference purposes. The bidder will be required to provide the address.
- f. Only bids from the approved SITA RFB 1183 panel will be considered.

FAILURE TO ADHERE TO THE REQUIREMENTS AND CONDITIONS OF THE BID WILL LEAD TO DISQUALIFICATION.

- g) Individual value scores will be multiplied with the specified weighting for the criterion to obtain the marks scored for all elements. These marks will be added and expressed as a fraction of the best possible score for all criteria. This score will be converted to a percentage and only bidders that have met or exceeded the minimum threshold of 60% for functionality will be evaluated and scored in terms of pricing and socio-economic goals as indicated hereunder.
- h) The value scored for each criterion will be multiplied with the specified weighting for the relevant criterion to obtain the marks scored for each criterion. These marks will be added and expressed as a fraction of the best possible score for all criteria.
- i) This score will be converted to a percentage and only bidders that have met or exceeded the minimum threshold of 60% for functionality will be evaluated and scored in terms of pricing and specific goals.

2. EVALUATION CRITERIA

- a. In terms of regulation 5 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be adjudicated by the State on the 90/10-preference point for Specific goals in terms of which points are awarded to bidders on the basis of:
 - The bid price (maximum 90 points)
 - Specific goals (maximum 10 points)

- b. The following formula will be used to calculate the points for price in respect of bidders with a Rand value above R50 000 000:

$$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

P_{\min} = Price of lowest acceptable tender.

A maximum of 10 points may be awarded to a tenderer for the specific goals specified for the tender. The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places. Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

- c. The State reserves the right to arrange contracts with more than one contractor.

2.1 POINTS

The Preferential Procurement Regulations 2022 were gazetted on 4 November 2022 (No. 47452) with effect from 16 January 2023. The 90/10 preference points systems will be applied in accordance with the formula and applicable points provided for in the respective status level contributor tables in the Regulations.

Note to organs of state: 90/10 preference point system is applicable, corresponding points must also be indicated as such.

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

#	Specific goals	Allocated Preference Points	Required proof/ documents to be submitted for evaluation purposes
1.	<p>The company owned/director/s/shareholders by people who are women.</p> <ul style="list-style-type: none"> 100% company owned by people who are women. = 4 points ≥51% and <100% company owned by 	4 Points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> Company Registration Certification/document (CIPC) Company Shareholders certificate Certified identification documentation of company director/s CSD report/ CSD registration number

NT014-2023: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT

	<p>people who are women. = 3 points</p> <ul style="list-style-type: none"> • >0% and <51% company owned by people who are women. = 2 points • >1% and <50% company owned by people who are women. = 1 point • 0% and company owned by people who are women. = 0 points 		<p>(MAAA number)</p> <ul style="list-style-type: none"> • Affidavit or B-BBEE Certificate of the tendering company. • Consolidated B-BBEE certificated if the tendering company is a Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).
2.	<p>The company owned/director/s/shareholders by people who are Black.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Black. = 3 points • ≥51% and <100% company owned by people who are Black. = 2 points • >0% and <51% company owned by people who are Black. = 1 point • 0% company owned by people who are Black. = 0 points 	3 Points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> • Company Registration Certification/document (CIPC) • Company Shareholders certificate • Certified identification documentation of company director/s • CSD report/ CSD registration number (MAAA number) • Consolidated B-BBEE certificated if the tendering company is a Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).
3	<p>The company owned/director/s/shareholders by people who are Youth.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Youth = 3 points • ≥51% and <100% 	3 points	<p>Proof of claim as declared on SBD 6.1 (one or more of the following will be used in verifying the tenderer's status)</p> <ul style="list-style-type: none"> • Company Registration Certification/document (CIPC) • Company Shareholders certificate • Certified identification documentation of company director/s • CSD report/ CSD registration number (MAAA number)

	<ul style="list-style-type: none"> company owned by people who are Youth =2 points >0% and <51% company owned by people who are Youth = 1 point 0% company owned by people who are Youth = 0 points 		<ul style="list-style-type: none"> Consolidated B-BBEE certificated if the tendering company is a Consortium, Joint Venture, or Trust (Issued by verification agency accredited by the South African Accreditation System).
--	--	--	--

***NB: Points will be allocated based on % ownership to the Company (main tendering entity). Please attach proof/ required documents.**

Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

- d. The points scored by a bidder in respect of points indicated above will be added to the points scored for price.
- e. Bidders are requested to complete the various specific goals forms in order to claim points.
- f. Only a bidder who has completed and signed the declaration part of the preference claim form will be considered for specific goals.
- g. National Treasury may, before a bid is adjudicated or at any time, require a bidder to substantiate claims made with regard to their specific goals.
- h. Points scored will be rounded off to the nearest 2 decimals.
- i. In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of points for the bid. Should two or more bids be equal in all respects, the award shall be decided by drawing of lots.
- j. A contract may, on reasonable and justifiable grounds, be awarded to a bid that did not score the highest number of points.

3. MANDATORY REQUIREMENTS

- 3.1** An administrative evaluation will be carried out on all the bids received and if the under mentioned documentation is not signed and/or attached such a bid will be eliminated from any further evaluation.

- a) Proof of company registration on Central Bidder Database Registration (CSD).
- b) Bidders are required to furnish evidence of their business partner relationships or accreditation with their Original Equipment Manufacturer (OEM), along with comprehensive information regarding certifications obtained from the OEM. Such proof should bear the signature of the OEM.
- c) In the case of a Joint Venture, Consortium, Trust, or Partnership, a signed teaming agreement must be submitted.
- d) Bidders must attend compulsory site inspection at the Centurion Data centre, bidders must complete an attendance register.
- e) In the case of a Joint Venture, Consortium, Trust, or Partnership a, Consolidated Central Supplier Database Registration (CSD) for both companies or proof of company registration on Central Supplier Database Registration (CSD) for each company must be submitted.
- f) Pricing must be fully completed using the **Pricing Schedule** provided. (Annexure B & C)

NOTE: Additional Required Documents (Not for elimination)

- j) In the case of a Joint Venture, Consortium, Trust, or Partnership a Tax compliance status /or SARS-issued pin code for both companies must be submitted (which will be verified)
- k) In the case of a Joint Venture, Consortium, Trust, or Partnership a Consolidated B-BBEE certificate for both companies should be submitted.
- l) Proof of valid registration with Compensation for Occupational Injuries and Disaster (COIDA)

FAILURE TO ADHERE TO THE CONDITIONS STATED ABOVE WILL LEAD TO DISQUALIFICATION

4. TAX COMPLIANCE STATUS

Bids received from bidders with a non-compliant tax status may be disqualified with failure to update the Tax Status within 7 days.

5. VALUE ADDED TAX

All bid prices must be inclusive of 15% Value-Added Tax where applicable.

6. CLIENT BASE

- 6.1** National Treasury reserves the right to contact references during the evaluation and adjudication process to obtain information.

7. LEGAL IMPLICATIONS

Successful service providers will enter into a service level agreement with National Treasury

8. COMMUNICATION

National Treasury may communicate with bidders for, among others, where bid clarity is sought, to obtain information or to extend the validity period. Any communication either by letter or electronic mail or any other form of correspondence to any government official, department or representative of a testing institution or a person acting in an advisory capacity for the National Treasury in respect of this bid between the closing date and the award of the bid by the bidder is prohibited.

9. LATE BIDS

Bids received at the address indicated in the bid documents, after the closing date and time will not be accepted for consideration and where applicable, be returned unopened to the bidder.

10. COUNTER CONDITIONS

Bidders' attention is drawn to the fact that amendments to any of the Special Conditions by bidders will result in such bids being disqualified.

11. PROHIBITION OF RESTRICTIVE PRACTICES

- a. In terms of section 4(1) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is/ are or a contractor(s) was/were involved in:
 - directly or indirectly fixing a purchase or selling price or any other trading condition;
 - dividing markets by allocating customers, suppliers, territories or specific types of goods or services; or
 - collusive bidding.
- b. If a bidder(s) or contractor(s), in the judgment of the purchaser, has/have engaged in any of the restrictive practices referred to above, the purchaser may, without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered or terminate the contract in whole or in part and refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

11. FRONTING

- a. The National Treasury supports the spirit of broad based black economic empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Against this background the National Treasury condemns any form of fronting.

The National Treasury, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct, or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry be established during such enquiry/investigation, the onus will be on the bidder / contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid/contract and may also result in the restriction of the bidder/contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies the National Treasury may have against the bidder/contractor concerned.

11. PRESENTATION

National Treasury may require presentations/interviews from short-listed bidders as part of the bid process.

11.1. NON-COMPULSORY BRIEFING SESSION:

Date: 24 October 2023

Time: 10:00 South African Standard Time (SAST)

Venue: Ms Team

Link: [Click here to join the meeting](#)

11.2. COMPULSORY SITE INSPECTION

Date: 25 October 2023

Time: 10:00 South African Standard Time (SAST)

Venue: **SITA Centre, 459 John Vorster Dr, Centurion, Pretoria, 0048**

12. TIMEFRAMES AND FORMAL CONTRACT

Successful bidder(s) will enter into formal contract with the National Treasury.

13. PACKAGING OF BID

The bidder shall place both the sealed Technical Proposal and Price/ Financial Proposal envelopes into an outer sealed envelope or package, and must be clearly marked as follow:

14.1 FUNCTIONALITY/TECHNICAL PROPOSAL

Bid No: **NT014-2023**

Description: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT

Bid closing date and time: **06 NOVEMBER 2023 AT 11H00**

Name and address of the bidder:

In this envelope, the bidder shall only address the technical aspects of the bid.

14.2 PRICE/ FINANCIAL PROPOSAL

Bid No: **NT014-2023**

Description: APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT

Bid closing date and time: **06 NOVEMBER 2023 AT 11H00**

Name and address of the bidder:

In this envelope, the bidder shall provide the price/ financial proposal.

The Technical Proposal envelope must contain one original hard copy document, clearly marked “1 Original”, and four (4) hardcopies, clearly marked “Copy”. Bidders may attach soft copies in a USB format.

15 CONTACT DETAILS

Supply Chain Management, 4th floor at National Treasury,

Private Bag x 115, Pretoria, 0001

Physical address: 240 Madiba Street (Vermeulen), Pretoria

For General enquiries: NTAdministrativeTenders@Treasury.gov.za

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER: BID NO: NT014-2023

CLOSING TIME 11:00 ON 06 NOVEMBER 2023

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY INCLUSIVE OF <u>VALUE ADDED TAX</u>
------------	-------------	--

APPOINTMENT OF A SERVICE PROVIDER FROM SITA RFB 1183 TO SUPPLY, INSTALL, AND CONFIGURE SERVERS AND STORAGE IN THE NATIONAL TREASURY AND ENTER INTO A FIVE (5) YEAR MAINTENANCE AND SUPPORT CONTRACT

Services must be quoted in accordance with the attached terms of reference.

Total cost of the assignment (R inclusive VAT)

R.....

NB: Bidders are also advised to indicate a total cost breakdown for this assignment.

The financial proposal for this assignment should cover for all assignment activities and outputs enumerated above.

2. Period required for commencement with project after acceptance of bid_____
3. Are the rates quoted firm for the full period? Yes/No
4. If not firm for the full period, provide details of the basis on which
Adjustments will be applied for, for example consumer price index.

Any enquiries regarding bidding procedures may be directed to –

Department: National Treasury

Any enquiries regarding technical enquiries may be directed to –

Contact Person: NTAdministrativeTenders@Treasury.gov.za

PLEASE REFER TO THE ATTACHED TERMS OF REFERENCE FOR MORE INFORMATION.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in
 submitting the accompanying bid, do hereby make the following
 statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date
.....
Position	Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 90/10 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	90
SPECIFIC GOALS	10
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations,

competitive tendering process or any other method envisaged in legislation;

- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 90 points is allocated for price on the following basis:

90/10

$$Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. 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:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to

determine the applicable preference point system,
then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

The 90/10 preference point system is applicable, corresponding points must also be indicated as such.

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 tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)
<p>The company owned/director/s/shareholders by people who are women.</p> <ul style="list-style-type: none"> • 100% company owned by people who are women. = 4 points • $\geq 51\%$ and $< 100\%$ company owned by people who are women. = 3 points • $> 0\%$ and $< 51\%$ company owned by people who are women. = 2 points • $> 1\%$ and $< 50\%$ company owned by people who are women. = 1 point <p>0% and company owned by people who are women. = 0 points</p>	4 Points	
<p>The company owned/director/s/shareholders by people who are Black.</p> <ol style="list-style-type: none"> 1. 100% company owned by people who are Black. = 3 points 2. $\geq 51\%$ and $< 100\%$ company owned by people who are Black. = 2 points 	3 Points	

3.	>0% and <51% company owned by people who are Black. = 1 point		
4.	0% company owned by people who are Black. = 0 points		
5.			
The company owned/director/s/shareholders by people who are Youth. <ul style="list-style-type: none"> 100% company owned by people who are Youth= 3 points ≥51% and <100% company owned by people who are Youth =2 points >0% and <51% company owned by people who are Youth = 1 point 0% company owned by people who are Youth = 0 points		3 points	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as

indicated in paragraph 1 of this form;

- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

DEPARTMENT OF NATIONAL TREASURY



PLEASE COMPLETE QUESTIONNAIRE A OR B

Contractors'/Suppliers' Questionnaire – Individuals:
Questionnaire A

Please answer the questions by marking the appropriate column with an "X".
Please do not leave out any question relating to your specific circumstances.

Contractor/Supplier Name:	
Natural Persons:	
Surname:	
Initials:	
First two names:	
Title:	
ID number or passport number:	
Nationality:	
Income Tax reference number:	
Date of birth:	
If not a citizen of the RSA, furnish a certified copy of a work permit:	
Postal address and code:	
Residential address and code:	
Telephone numbers:	
Facsimile numbers:	
E-mail address:	
If in possession of a tax clearance certificate or exemption certificate (IRP30), furnish a certified copy thereof:	
Jurisdiction in which contractor is "ordinarily resident" i.e. place of permanent residence:	

DEPARTMENT OF NATIONAL TREASURY

Question		Yes	No
1.	Do you supply services on behalf of a Labour Broker?		
2.	Are you subject to the control or supervision of the National Treasury (NT)? Including, but not limited to, the following: <ul style="list-style-type: none"> The manner of duties performed; The hours of work; The quality of work. 		
3.	Are you paid at regular intervals i.e. daily, weekly, monthly etc? (If the payments are made at regular intervals or by a rate per time period)		
4.	Will payment to you include any benefits? Including, but not limited to, the following: <ul style="list-style-type: none"> Leave pay; Medical aid; Training; Sick Leave. 		
5.	Will, or have you be/been in the full time employment of the NT?		
6.	Will you require of the NT to provide any equipment, tools, materials or office space, in order to fulfil the contract?		
7.	Do you supply these, or similar, services only to the NT and not to any other client or the general public?		
8.	Will you be required to work more than 22 hours per week?		
8.1	If "yes", will payment be made on an hourly, daily weekly or monthly basis?		
8.2.1	Will you work solely for the NT?		
8.2.2	Will you provide a written statement to this effect?		
Non-Residents of the RSA			
9.	Will you return to your jurisdiction of residence upon the termination of the contract?		
10.	Is the contract to exceed a period of three years?		
11.	Will you be returning to the jurisdiction of residence during the course of the contract? If so, for what periods of time?		
12.	Is your employer resident in the Republic of South		

DEPARTMENT OF NATIONAL TREASURY

Question		Yes	No
	Africa or does a permanent establishment or branch represent the employer in the Republic?		
13.	If a permanent establishment or branch represents the employer in the Republic, will your salary be paid from such permanent establishment or branch?		
14.	Will you be required to perform any work outside of the Republic?		
15.	Do you agree to submit copies of your passport should the NT, so require?		

PARTICULARS OF PERSON ACTING AS REPRESENTATIVE OF THE ENTERPRISE

I, the undersigned, confirm that the information provided above is accurate, and that while in receipt of payment from NT, will inform NT of any changes that take place pertaining the information provided above.

Representative's Full Names:	Capacity:	Contact number:
Signature:		Date:

DEPARTMENT OF NATIONAL TREASURY



PLEASE COMPLETE QUESTIONNAIRE A OR B

**Contractors'/Suppliers' Questionnaire – All Service Providers
(excluding Individuals): Questionnaire B:**

Please answer the questions by marking the appropriate column with an "X".
Please do not leave out any question relating to your specific circumstances.

Contractor/Supplier Name:	
Corporate Contractors (including companies, close corporations and trusts):	
Registered name and furnish a certified copy of registration:	
Nature of legal entity:	
Trade name:	
Registration number:	
Date of incorporation:	
Jurisdiction of incorporation:	
Jurisdiction where effective management is performed:	
Income tax reference number:	
Employees' Tax reference number:	
Value Added Tax number and furnish a certified copy of VAT 103 Certificate:	
Postal address and code:	
Physical address and code:	
Telephone numbers:	
Facsimile numbers:	
E-mail address:	

DEPARTMENT OF NATIONAL TREASURY

Question		Yes	No
1.	Are you a "Labour Broker" i.e. do you provide payment for supplying the National Treasury (NT) with a person/s? If so, furnish a certified copy of an IRP30, which is valid for the period of the contract.		
2.	Is the service to be rendered personally by any person, who is a connected person, in relation to the entity? (For example a shareholder, member or their direct family)		
3.	Do you employ four or more employees on a full time basis throughout the year, excluding connected parties? If so, are these employees engaged in rendering the service to the NT? (For example secretarial employees would NOT be so engaged)		
4.	Would you be regarded as an employee of the NT if the service was rendered by the person directly to the NT, other than on behalf of the contractor?		
5.	Do you, the Company, Close Corporation or Trust receive any form of training supplied or paid for by NT? If "yes", please specify the nature and extent of the training:		
6.	Are you, the Company Close Corporation or Trust free to choose which tools or equipment, or staff, or raw materials, or routines, patents and technology to use in performing your main duties?		
7.	In order to perform your main duties, do you, or does such a person, Company, Close Corporation or Trust, use any tools or equipment supplied or paid for by NT? If "yes", please state the nature thereof:		
8.	Are you subject to the control or supervision of the NT, as to the manner in which, or hours during which, the duties are performed or are to be performed in rendering the service?		
9.	Will the amounts paid or payable in respect of the service consist of, or include, earnings of any description, which are payable at regular daily, weekly, monthly, or other intervals?		
10.	Will more than 80% of your income, during the year		

DEPARTMENT OF NATIONAL TREASURY

Question		Yes	No
	of assessment, from services rendered, consist of or be likely to consist of amounts received directly or indirectly from any one client , or any associated institution, in relation to the client?		
11.	Does your contract contain any elements of an employment contract? [i.e. Job titles, reporting structure in organisation, fixed working hours, employment benefits, performance bonuses (excluding bonus and penalties for early or late delivery)]		
12.	Does your contract contain any clause that will enable you to receive payment, even if no work was done?		
13.	Have you ever been classified as a Labour Broker or personal services company (including Close Corporation and Trust) by SARS or any other client?		
14.	If the answer to question 13 was "yes", did anything change that no longer classifies you as a labour broker or personal services company? If "yes", elaborate:		

PARTICULARS OF PERSON ACTING AS REPRESENTATIVE OF THE ENTERPRISE

I, the undersigned, confirm that the information provided above is accurate, and that while in receipt of payment from NT, will inform NT of any changes that take place pertaining the information provided above.

Representative's Full Names:	Capacity:	Contact number:
Signature:		Date:

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
 - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.

Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

- | | |
|--|--|
| 2. Application | <p>2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.</p> <p>2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.</p> <p>2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.</p> |
| 3. General | <p>3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.</p> <p>3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za</p> |
| 4. Standards | <p>4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.</p> |
| 5. Use of contract documents and information; inspection. | <p>5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.</p> <p>5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.</p> <p>5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.</p> <p>5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.</p> |
| 6. Patent rights | <p>6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.</p> |
| 7. Performance security | <p>7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.</p> |

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections,
tests and
analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with

supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

- 16. Payment**
- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices**
- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments**
- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment**
- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts**
- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable

difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss

or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.