


|                         |                                      |                  |                  |   |
|-------------------------|--------------------------------------|------------------|------------------|---|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br>Automotive Industry Development Centre<br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |   |
| Document Type           | TEMPLATE                             |                  |                  |   |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |   |

## REQUEST FOR QUOTATION (RFQ)/PROPOSAL

INVITATION TO SUITABLY QUALIFIED AND ACCREDITED SERVICE PROVIDERS TO PROVIDE THE AIDC SITES FORD, WINTERFELD, GALC, and CHAMDOR WITH MAINTENANCE AND SUPPORT ON FOUR (4) FORTIGATE FIREWALLS INSTALLED TO PROVIDE SITES ACCESS TO DATA AND VOICE NETWORKS.

### RFQ DETAILS

#### RFQ DETAILS

RFQ NUMBER: PR ...15253

DATE SENT DATE: 27.07.2022

CLOSING DATE: 01.08.2022

CLOSING TIME: 14.00

**RFQ DESCRIPTION:** To suitably qualified and accredited service providers to provide the AIDC sites with Maintenance and Support on four (4) FortiGate firewalls installed to provide sites access to Data and Voice networks.

### DETAILS OF BIDDER

COMPANY NAME: .....

CONTACT PERSON: .....

TELEPHONE NUMBER: .....

CELLULAR NUMBER: .....


FAX NUMBER: .....

EMAIL ADDRESS: .....

|  | YES | NO |
|--|-----|----|
| Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number) |     |    |
| <b>CSD Number</b>  |     |    |

**\*" ACTIVE STATUS":** - means your Tax Clearance Certificate submitted to AIDC is still valid & BBBEE Certificate still valid (thus your documents have not yet expired)

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 1 of 7      |

|                         |                                      |                  |                  |   |
|-------------------------|--------------------------------------|------------------|------------------|---|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br>Automotive Industry Development Centre<br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |   |
| Document Type           | TEMPLATE                             |                  |                  |   |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |   |

**NB: Please Note: - AIDC won't be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17 & Practice Note Number 5 of 2009/2010.**

- The bid will be evaluated in accordance with the following:
- Administration (Part A)
- Evaluation for mandatory (Part B), and
- Functionality and Capability Requirements (Part C) criteria:

**THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE INDICATE IF THE FOLLOWING DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL (TICK)**

| A. Administration Criteria - Compliance Requirements – all documents to be submitted   | YES | NO |
|--|-----|----|
| Original valid Tax Clearance certificate submitted or SARS Pin to verify your status   |     |    |
| BBBEE Certificate or an approved Affidavit as per BBBEE Act submitted<br>NB: Suppliers to use approved DTI or CIPC Affidavit template (check website: <a href="http://www.dti.gov.za">www.dti.gov.za</a> )   |     |    |
| SBD 4 – Declaration of Interest form – completed and signed  |     |    |
| <b>B. Disqualifying Criteria if below mentioned documents are not provided</b>   |     |    |
| <b>Provide proof that the bidder is a OEM (Fortigate) Partner (submit a signed Partner Authorization letter or a certificate from Fortigate).</b>  |     |    |
| <b>Consent by Supplier (As per POPI ACT):</b><br><br>Do you authorize AIDC to validate the submitted documents with respective bodies to ensure the validity of supplied documents.<br><br><div style="border: 1px solid black; height: 30px; width: 450px; margin: 10px auto;"></div> Surname, Initials and Signature |     |    |


## REQUEST FOR QUOTATION (RFQ)

### 1. INTRODUCTION

#### 1.1. MANDATE

The AIDC is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure, and training needs required by the automotive and allied sector - those based in the Gauteng province. The AIDC is thus tasked by GGDA with special developmental type projects aimed at enhancing and possibly expanding the automotive and allied-related sector with a focus on enterprise development; also in the support of government's aims at BBBEE SMME development and the radical transformation of various townships.

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 2 of 7      |

|                         |                                      |                  |                  |   |
|-------------------------|--------------------------------------|------------------|------------------|---|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br>Automotive Industry Development Centre<br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |   |
| Document Type           | TEMPLATE                             |                  |                  |   |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |   |

## 1.2. VISION

To be the leading implementation agency delivering creative, efficient, best practice, and value-based solutions in support of government's programmes related to the automotive and allied sectors.

## 1.3. MISSION

To develop the automotive manufacturing sector to globally competitive standards of excellence through a world-class value proposition which enables effective and sustainable socio-economic growth.

## 1.4. VALUES

- Respect for others;
- Teamwork;
- Open and honest two-way communication;
- Encouraging a learning culture;
- On-time, on-brief, on-budget;
- Client-centered;
- Integrity and Ethics above all.

## 2. RFQ OBJECTIVES

The objective of the RFQ is to request a suitably qualified and accredited entities to supply the four (4) sites with 24/7 maintenance and support. Technical specifications and business requirements are fully outlined in the RFQ.

## 3. BACKGROUND TO THE RFQ

To provide Ford, Winterfeld, GALC and Chamdor with maintenance and support on configurations and if and when devices go faulty, on four (4) FortiGate firewalls installed to provide sites access to data and voice networks.


### 3.1 RFQ SCOPE

The **Ford** is located at **Simon Vermooten Rd, Samcor Park, Pretoria, 0184**, **Winterfeld** is located at **Mablogto Road, Winterveld, Pretoria**, **GALC** learning Centre located at **99 Hendrick Van Eck St, Rosslyn, Akasia, 0200** and **Chamdor** is located at **1<sup>st</sup> Jacob Street Krugersdorp** sites requires an urgent Maintenance and Support on these four Firewalls (2 x FG-61F-BDL-950-12 - FortiGate-61F Firewalls and 2 x FG-101F-BDL-950-12 - FortiGate-101F Firewalls) that provide them connectivity to Internet and Voice. This services allowed the service provider to assist in high difficult configurations and to replace devices if went faulty.

## 4. DURATION

12 Months

| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
|-----------------|--------------|--------------|--------------|-------------|
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 3 of 7      |

|                         |                                      |                  |                  |   |
|-------------------------|--------------------------------------|------------------|------------------|---|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br>Automotive Industry Development Centre<br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |   |
| Document Type           | TEMPLATE                             |                  |                  |   |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |   |

## 5. EVALUATION CRITERIA

### C.Functionality and Capability Requirements

|   |  | Maximum        | Score        | Minimum        |
|---|--|----------------|--------------|----------------|
| Based on Capability   |  | Maximum Points | Point Scored | Minimum Points |
| <b>A. Company Experience</b>  |  | <b>100</b>     |              | <b>70</b>      |
| <b>The bidder to outline years the company has been rendering Firewall Maintenance and support services:</b> <ul style="list-style-type: none"> <li>≥5 Years of rendering services = <b>40</b></li> <li>3-4 Years of rendering services = <b>30</b></li> <li>1-2 Years of services = <b>20</b></li> <li>Nothing is submitted = <b>0</b></li> </ul>  |  | 40             |              |                |
| <b>Relevant Contactable Reference signed letters on company letterhead from clients stating that Similar Project was implemented and completed successfully in the last 3 years.</b> <ul style="list-style-type: none"> <li>3 or more letters = <b>20 points</b></li> <li>2 letters=<b>15 points</b></li> <li>1 letter = <b>10 points</b></li> <li>No letter = <b>0 points</b></li> </ul> |  | 20             |              |                |
| <b>A qualified ICT Network Professional Engineer (with minimum 3 years (Provide CV and Valid NSE Security certificate)</b> <ul style="list-style-type: none"> <li>CV + NSE8 Certificate only = <b>40 points</b></li> <li>CV + NSE6 Certificate = <b>30 points</b></li> <li>CV + NSE4 Certificate = <b>20 points</b></li> <li>No Certificate = <b>0 points</b></li> </ul>                  |  | 40             |              |                |
| <b>TOTAL SCORE</b>  |  | <b>100</b>     |              | <b>70</b>      |

All proposals that score less than 70% (which is 70 points out of 100 points) will not be considered further and will be disqualified.

## 6. RFQ RESPONSE FORMAT

All submissions of quotations to be forwarded to [quotations@aidc.co.za](mailto:quotations@aidc.co.za) before closing time on the stipulated date.

## 7. CONTACT PERSON FOR RESPONSES:


For general RFQ and submissions contact – Corrie v an Wyk (ICT) ([cvwyk@aidc.co.za](mailto:cvwyk@aidc.co.za))

Thulani Shongwe SCM 012 564 5172 ([tshongwe@aidc.co.za](mailto:tshongwe@aidc.co.za))

**NB: The AIDC reserves the right to award the quote in part or in full at its own discretion**

### REQUEST FOR QUOTATION (RFQ)

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 4 of 7      |

|                         |                                      |                  |                  |  |
|-------------------------|--------------------------------------|------------------|------------------|--|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br><b>Automotive Industry Development Centre</b><br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |  |
| Document Type           | TEMPLATE                             |                  |                  |  |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |  |

|                          |                      |
|--------------------------|----------------------|
| RFQ NO: PR ...15253      | DATE SEND 27.07.2022 |
| CLOSING DATE: 01.08.2022 | CLOSING TIME: 14.00  |

#### REQUESTOR DETAILS

|                           |  |
|---------------------------|--|
| Requested By (SCM):       |  |
| Contact Number:           |  |
| Department Requested for: |  |
| Project Number:           |  |
| PR Number:                |  |

#### REQUEST DETAILS

|                |                   |
|----------------|-------------------|
| Delivery Date: | Delivery Address: |
|                | AIDC              |
|                | 30 HELIUM ROAD    |
|                | ROSSLYN           |
|                | 0020              |


#### DESCRIPTION OF REQUEST

**NB:** The detailed pricing proposal must be submitted which should clearly separate the different opinions and sum the totals.

Fees must be set out in terms of items listed below:-

| Item No. | Description  | UOM*                    | Quantity  | Unit Price (excl. VAT) | Total Price (excl. VAT) |
|----------|--|-------------------------|-----------|------------------------|-------------------------|
| 1.       | • Firewall Hardware Maintenance/Monitoring of four sites monthly rate.         | Service Level Agreement | 12 Months |                        |                         |
| 2.       | • FortiGate Firmware updates as when available                                 |                         | 12 Months |                        |                         |
| 3.       | • Monthly Security Patch Management  |                         | 12 Months |                        |                         |
| 4.       | • Remote/Physical support and troubleshooting of 4 firewalls monthly flat rate |                         | 12 Months |                        |                         |
| 5.       | • FortiGate 101F Advanced Security License and Technical Support for 12 months |                         | 2         |                        |                         |
| 6.       | • FortiGate 61F Advanced Security License and Technical Support for 12 months  |                         | 2         |                        |                         |
|          |  |                         |           | <b>SUB-TOTAL</b>       |                         |
|          |  |                         |           | <b>VAT @ 15%</b>       |                         |
|          |  |                         |           | <b>TOTAL</b>           |                         |

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 5 of 7      |

|                         |                                      |                  |                  |  |
|-------------------------|--------------------------------------|------------------|------------------|--|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br><b>Automotive Industry Development Centre</b><br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |  |
| Document Type           | TEMPLATE                             |                  |                  |  |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |  |


### QUOTE CONDITIONS:

1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes' should not be qualified by own conditions.
2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least ninety (90) days from the closing date of the quotation and a firm delivery period must be indicated.
3. All goods must be delivered to the address as indicated in the RFQ document.
4. All price quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will be entered.
5. All Purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore, no goods must be delivered or a service be rendered without a valid official Purchase Order & Number been received. The onus rests with the service provider to ensure they have received the above.
6. **Fully Complete & signed the attached SBD forms, thus SBD 4; SBD 6.1; SBD 6.2; (NB: Quotes without the signed completed forms will not be considered)**
7. The 80/20 preference point system is applicable to price quotations and tenders with a Rand value equal to, or above R30 000 and up to a Rand value of R50 million (all applicable taxes included).
8. This RFQ will be evaluated based on the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2017. 80 POINT ALLOCATED TO PRICE & 20 POINTS ALLOCATED TO B-BBEE.
9. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME
10. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017
11. **B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo and a unique BVA number) or an Affidavit (EME/QSE see point 9&10 above) to be provided in other to claim the B-BBEE points:**

| B-BBEE STATUS LEVEL | NUMBER OF POINTS |
|---------------------|------------------|
| 1                   | 20               |
| 2                   | 18               |
| 3                   | 16               |
| 4                   | 12               |
| 5                   | 8                |
| 6                   | 6                |
| 7                   | 4                |
| 8                   | 2                |
| Non-Compliant       | 0                |

12. Local production and content (where applicable) as per designated sector will be considered when evaluating your RFQ submission. The Declaration Certificate for Local Content (SBD 6.2) must be completed and duly signed.

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 6 of 7      |

|                         |                                      |                  |                  |   |
|-------------------------|--------------------------------------|------------------|------------------|---|
| Department:             | Supplier Chain Management            | Document number: | AIDC-SCM-TMP-011 | <br>Supplier Park Development Company SOC Ltd t/a<br>Automotive Industry Development Centre<br><i>Your partner in becoming globally competitive</i> |
| Document Classification | Normal document                      |                  |                  |   |
| Document Type           | TEMPLATE                             |                  |                  |   |
| Name of Document:       | REQUEST FOR QUOTATION/PROPOSAL (RFQ) |                  |                  |   |

- 13. The Supplier must ensure AIDC is in possession of a valid original Tax Clearance Certificate**, if already registered on our database. **NB: If not, please submit your certificate with this quote or provide us with your SARS Pin to check your status.**
- 14. NB: For Construction related services/work\_CIDB Grading & Safety File** – The successful contractor should take note that a **“Safety File”** will be required on appointment and should be submitted to the AIDC before commencement of any work and ensure comply with relevant CIDB grading were required.
- 15. NB: Supplier must ensure they registered on CSD before submitting the RFQ.**

Please note that failure to comply with the RFQ conditions will invalidate your proposal (if all documents are not returned then consider your quotation not accepted).

I ..... in my capacity, as ..... certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions and I accept them.

Signature: .....

Company Name: .....

|                 |              |              |              |             |
|-----------------|--------------|--------------|--------------|-------------|
| Effective Date: | Revision No: | Compiled by: | Approved by: | Page Number |
| 01 April 2019   | 1            | M. Mashishi  | G. Mathe     | 7 of 7      |