



## NKANGALA DISTRICT MUNICIPALITY



### PROJECT 53681: THE APPOINTMENT OF A MICROSOFT ACCREDITED SERVICE PROVIDER TO SUPPLY MICROSOFT SOFTWARE LICENCES RENEWAL FOR NKANGALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS (AS AND WHEN REQUIRED)

#### SCOPE OF WORK

#### Part C3: Scope of Work

C3      Scope of Work

## NKANGALA DISTRICT MUNICIPALITY





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## **1. INTRODUCTION**

The Nkangala District Municipality is a Category C municipality in the Mpumalanga Province. It is one of the three districts in the province, making up 22% of its geographical area. It is comprised of six local municipalities: Victor Khanye, Emalahleni, Steve Tshwete, Emakhazeni, Thembisile Hani, and Dr JS Moroka. The district's headquarters are in Middelburg. Nkangala is at the economic hub of Mpumalanga and is rich in minerals and natural resources. For more information on the company, you can visit our current website: [www.nkangaladm.gov.za](http://www.nkangaladm.gov.za)

## **2. BACKGROUND**

Over the years, NDM has made significant investments to put in place standard processes and infrastructure that will ensure efficiency in its operations. This increased dependency on technology coupled with an expansion in the scope and volume of services, business processes, transactions and regulatory requirements has created an increased risk of disruption to normal services. Unforeseen incidents ranging from natural disasters, hardware failure, and information security breaches can have an adverse impact on a business and prevent it from continuing normal services.

To this end, NDM has implemented Business Continuity Management that aligns with the globally recognized ISO 22301, Business Continuity Institute Good Practice Guidelines, ISO 31000 and King IV. The BCM process encompasses emergency response, crisis management, business recovery and disaster recovery.

One of the key pillars of the BCM is IT Disaster Recovery (DR). In terms of the Business Continuity Management (BCM), It is expected that Information and Communication Technology (ICT) implement recovery strategies to ensure that IT Services, Systems, Infrastructure, Hardware, and Software's can support and be recovered within the Organisation's recovery requirements, specifically Recovery Time Objective (RTO) and Recovery Point Objective (RPO). To this end, ICT seeks to license its ICT Infrastructure as well as enhance and secure its Microsoft 365 portal to improve in overall data management and secured data flow 24/7.

### **Purpose of tender:**

Appointment of a service provider for the Management of Nkangala Municipality's Microsoft agreement, including support and maintenance of Microsoft products.

### **Pre-qualification**

Certified Copies of the following documentation and validity period will be required.

1. The bidding company must be a Microsoft certified gold partner.
2. The bidding company must be a Microsoft certified Security partner.
3. The bidding company must be a Microsoft certified Cloud Solutions Provider.

### **Pricing Schedule**

Pricing Instructions

Bidder must price for the line items as set out below.

- The successful bidder will be required to submit a quote for the works required prior to being issued an official order and will be limited to the rates as set out herein.
- Bidders are required to price for all direct and indirect cost relating to the execution of the contract.



- Bidders should note that the quantity stipulated in the table below is indicative and the municipality reserves the right to increase/decrease the quantity as the need arises.
- Evaluation for price scoring will be done by calculating the line items in the table below to an indicative sum to determine the highest scoring bidder as provided for in the MFMA Regulation.
- Bidders should note that the indicative values should not be construed as a total or sub-total in any way and does not limit the award to this value. Purchase orders may be issued at the rates on an as and when required basis to not exceed the available budget for such throughout the contract period.

#### Microsoft packages:

The Nkangala District Municipality would like to compare Microsoft packages, please provide per unit pricing for the plans below assuming one user under the Microsoft CSP program.

No	Description	Qty
1	Microsoft M365 E5	1
2	Microsoft M365 E3	1
3	Microsoft M365 E1	1
4	Microsoft Office 365 E5	1
5	Microsoft Office 365 E3	1
6	Microsoft Office 365 E1	1
7	Microsoft Office 365 F5	1
8	Microsoft Office 365 F3	1
9	Microsoft Office 365 F1	1
10	Microsoft 365 Apps for Enterprise	1

#### Other Microsoft licenses required:

These are some of the current licenses the Nkangala District Municipality would need to purchase as part of the new engagement. Suppliers to provide unit costing for the below.

The Nkangala District Municipality may choose to increase or decrease quantities of the below licenses.

No	Description	Qty
1	Windows Server 2022 Datacenter - 16 Core (Unlimited VM's) (or higher) DG7GMGF0D65 N2 Perpetual	1



2	SQL Server 2022 Standard Core - 2 Core License Pack (or higher) DG7GMGF0M7X W2 Perpetual	1
3	Exchange Server Standard 2019 (or higher) DG7GMGF0F4M C Perpetual	1
4	Project Professional 2021 (or higher) DG7GMGF0D7D 71 Perpetual 1	1

**Support & Maintenance:**

Support for Microsoft related services including but not limited to the following on an ad-hoc basis.

- Microsoft Security
- Windows Server
- Active Directory
- Microsoft SharePoint
- SQL Server
- Microsoft Exchange

No	Description	Qty
1	Microsoft Professional Services: Support & Maintenance	1
2	Azure Prepayment	1