

REQUEST FOR QUOTATION

SENTECH INVITES SUPPLIERS FOR:

Project title:	Appointment of a service provider to supply, install and maintenance of Energised Perimeter Intruder Detection Fence (Electrified fence) at Sentech Sender Technology Park (STP)		
Quotation or Proposal no:	RFX6000001716		
RFQ Issue date:	05 December 2023		
Compulsory Briefing Date	14 December 2023	Sentech Head Office 01 Octave Street Radiokop	
Closing date:	16 January 2024		
Closing time:	12h00	Validity period:	90 days

You are invited to provide a quote to deliver the goods, services or works defined in the Scope of Work.

QUOTATIONS OR PROPOSALS TO BE RETURNED TO:

Quotations Administrator	Lungile Sithole
Telephone no:	067 427 0326
E-mail:	Quotations5@sentech.co.za

Form of Offer and Acceptance

Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the services as stated in the RFQ: Scope of Work

The Service Providers, identified in the Offer signature block, has examined the documents listed in the RFQ and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of this RFQ.

By the representative of the Service Provider, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the Service Provider offers to perform all of the obligations and liabilities of the RFQ under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the RFQ.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:

(in words)

.....Rand;

R.....(in figures)

THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the Service Provider before the end of the period of validity stated in the RFQ, or other period as agreed.

Signature(s)

Name(s)

Capacity

**For the
tenderer:**

(Insert name and address of organisation)

Name &
signature of
witness

Date

Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Service Providers Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of the RFQ. Acceptance of the Service Providers Offer shall form an agreement between the Employer and the Service Provider upon the terms and conditions contained in this RFQ.

Deviations from and amendments to the documents listed in the RFQ and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the Service Provider and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The Service Provider shall within two days of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the RFQ. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Service Provider receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)

Name(s)

Capacity

**for the
Employer**

(Insert name and address of organisation)

Name &
signature of
witness

Date

RFQ Data

1. ADMINISTRATIVE RESPONSIVENESS CRITERIA

- 1.1. Suppliers are required to ensure that they meet all the Administrative Responsiveness Criteria. Suppliers that do not meet all the Administrative Responsive Criteria may not be awarded this Quote. It is the service provider's responsibility to ensure that they are tax compliant and that all required information is submitted to Sentech. Supplier's providing quotations must be registered on the Sentech Supplier Database.
- 1.2. **Quotations must be in a Company Letterhead.**
- 1.3. Quotations or Proposals must be received on or before the closing date and time specified on the Call for Quotation or Proposal document.
- 1.4. Quotations or Proposals must be fully completed and signed in BLACK ink.
- 1.5. Quotations must be submitted via Email.
- 1.6. The Tenderer undertakes to the Purchaser that it will treat as confidential the terms of this RFQ together with all the Purchaser's confidential information and will not disclose such confidential information to any person, firm or company (other than to its auditors and other professional advisers) or to the media, and will not use such confidential information other than for the purposes of this RFQ, subject always to any prior specific authorisation in writing by the Purchaser to such disclosure or use."

2. EVALUATION CRITERIA

The evaluation criteria are stipulated in Section 5. It is the Suppliers responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria may result in the Supplier being disqualified from being appointed. Suppliers must ensure that they have included all supporting documentation, especially the documentation that may be required to support the response to the evaluation criteria.

3. BRIEFING SESSION

N/A

4. RFQ EVALUATION METHOD

This RFQ will be evaluated as described in the table below.

Evaluation Method	1. Stage 1 – Administrative Responsiveness Evaluation All the Quotations will be evaluated against the Administrative responsiveness requirements as set out in section 2 of the RFQ Data. 2. Stage 2 – Functional Evaluation Criteria The proposals that COMPLY with the Mandatory evaluation criteria be evaluated against the Functional Criteria. Suppliers meeting the minimum requirement will be evaluated further. 3. Stage 3 – Price and Preference Suppliers with the lowest Price offered will score the highest points. Only Suppliers that submit a valid B-BBEE Certificate can claim preference points in line with the 80/20 Suppliers with the highest number of points will be recommended for the award of this quotation, unless there are compelling and justifiable reasons not to do so.
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5. Evaluation of Price and Preference

The Service Provider will be evaluated on a points system for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

6. TECHNICAL EVALUATION CRITERIA

6.1 Mandatory Evaluation Criteria (Stage 2)

MANDATORY ELIGIBILITY CRITERIA	PLEASE TICK ☒ WHATS APPLICABLE (Attach evidence and Link, reference page number in your proposal)
Valid proof of PSIRA registration of the Company	Attach valid PSIRA company certificate
Valid proof of PSIRA registration of the Director/s	Attach valid PSIRA director/s certificate/s
Valid proof of PSIRA letter of good standing	Attach valid PSIRA letter of good standing
All technicians & at least one Engineer must be at least a grade C PSIRA member.	Attach CV's and PSIRA certificates of technicians + Engineer
Company to provide an accredited electrician to issue a COC after installation of systems.	Attach copy of a Wireman's licence (three phase)
Earthing System location-concept	Show system diagram
CIBD grading of level 3 EB	Attach valid CIBD registration certificate
Valid proof of COIDA letter of good standing	Attach valid letter of good standing
NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.	

6.2 Functional / Quality criteria (if applicable)(Stage 3)

No	Functionality Criteria	Documents required
1.	Provide proof that the products offered have a minimum 5-year guaranteed life-cycle. Less than 12 months guaranteed life-cycle0 point 1 – 2-year guaranteed life-cycle1 point. 3 – 4-year guaranteed life-cycle.....5 points. 5-year guaranteed life-cycle or more.....10 points = 10 Points	OEM letter
2.	Company to provide OEM test procedure documentation that will be used for final test & handover. =5 Points	Copy of acceptance test guidelines

3.	Company to provide commissioning, testing, handover, training methodology documentation – Methodology documentation Excellent: The proposed methodology covers all elements of design, commissioning, testing, handover, training of the system. The methodology has exceptional merit and reflects an excellent approach which should clearly result in full attainment of all requirements in the specification. The methodology is clear and precise and demonstrates the bidders complete understanding of Sentech needs. The proposed methodology contains innovative elements and additional functionality that will provide Sentech value add on its requirements. = 20 Points Average: The proposed methodology has some merit and reflects a typical approach which will result in some of the key requirements in the specification being achieved. The proposed methodology is fairly clear and demonstrates the bidders reasonable understanding of Sentech needs. The proposed methodology just meets Sentech requirements. = 10 Points Poor: The proposed methodology will not be capable of meeting Sentech's; requirements and specification. The proposed methodology has multiple weakness and deficiencies. The proposed methodology is considered a high risk, lacks clarity and precision and indicates a lack of understanding by the bidder of Sentech requirements. = 0 Points = 20 points	Attach commissioning, training documents
4.	Does the Electrified fence controller zoning interface directly with the CCTV VMS system = 5 Points	System topology
5.	Provide a minimum of 2(two) accredited Technicians with a minimum of 1-year experience. The above resources must be fully qualified (accredited) to install the Electrified Fence system offered. Less than 12 months -----0 points 1 – 2 years-----2 points 3 – 4 years ----- 3 points 5 and above----- 5 points The experience is applicable from the date of the RFQ advertisement. = 10 Points	OEM Certificates + detailed CV's
6.	Provide a minimum of 1(one) accredited Engineer with a minimum of 1-year experience. The above resources must be fully qualified (accredited) to design Electrified Fence system offered. Less than 12 months -----0 points 1 – 2 years-----2 points 3 – 4 years -----3 points 5 and above----- 5 points The experience is applicable from the date of the RFQ advertisement. = 5 Points	OEM Certificates + detailed CV's
7.	Provide a guarantee against lightening damage for a minimum period of 2 years from handover. Less than 12 months -----0 points 1- 2 years' guarantee-----1 point 3 - 4 years' guarantee -----3 points 5 years guarantee or more-----5 points. = 5 Points	OEM Certificate
8.	Provide a detailed project plan of the electric fence system offered, with timelines. 0-3 months project duration.....10 3- 6 months project duration.....5 More than 6 months project duration.....0 = 10 Points	Attach Project plan
	Total points	70
	Minimum score to qualify for further evaluation	50

6.3 Technical Evaluation (Stage 4)

	Item Description	Score	Comments	Proof required

***Bidders must complete the two annexures attached with this document.(i.e. Annexure 1- Compulsory covering sheet and Annexure 2- Technical evaluation).**

6.4 RISK ASSESSMENT (Stage 5)

All bids that meet the minimum qualifying score for technical evaluation may undergo a risk assessment based on the following framework:

6.5 Evaluation of Price and Preference (Stage 6)

This Bid will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

7. The price / preference weighting applicable for RFQ are as follows:

Price / Preference	Points
Preference:	20
Price:	80
Total must equal:	100

8. Preference Point allocation – 80/20

Sentech's Specific goals emanate from the section 2(1)d of the Preferential Procurement Policy Act which may include contracting with persons or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability. The Reconstruction and Development Programme as published in Government Gazette No 16085 dated 23 November 1994

Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	10	A valid BBBEE Certificate showing at least 51% black ownership
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 30% women ownership
Youth owned	2	CSD report
Total Points	20	

a. Price Calculation 80/20

The following formula will be used to calculate the points for price.

$$Ps = 80 \left[\frac{1 - \frac{(Pt - Pmin)}{Pmin}}{1} \right]$$

Where:

Ps = Points scored for price of bid under consideration

Pt = Rand value of bid under consideration

Pmin = Rand value of lowest acceptable bid