



# Road Traffic Management Corporation

**RE-ADVERTISEMENT: APPOINTMENT OF A  
PANEL OF SERVICE PROVIDERS TO INSTALL,  
CONFIGURE, SUPPORT AND MAINTAIN THE  
LAST MILE NETWORK CONNECTIVITY OF THE  
NATIS SITES FOR THE RTMC LOCATED IN ALL  
PROVINCES AND MUNICIPALITIES**

**RTMC BID NO: 08/2023/24**

## CONDITIONS AND UNDERTAKINGS BY BIDDER IN RESPECT OF THIS BID

### 1. Proprietary Information

- 1.1 Road Traffic Management Corporation (RTMC) considers this bid and all related information, either written or verbal, which is provided to the bidder, to be proprietary of RTMC. It shall be kept confidential by the bidder and its officers, employees, agents and representatives. The bidder shall not disclose, publish, or advertise this specification or related information to any third party without the prior written consent of RTMC.

### 2. Enquiries

- 2.1 All communication and attempts to solicit information of any kind relative to this bid should be channelled to the email below, however the cut-off date will be on the **01 December 2023**.

Name	<b>RTMC</b>
Email Address	<a href="mailto:Bidadmin@rtmc.co.za">Bidadmin@rtmc.co.za</a>

- 2.2 All the documentation submitted in response to this bid must be in English.
- 2.3 The RTMC may respond to any enquiry in its sole discretion and the bidder acknowledges that it will have no claim against the RTMC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

### 3. Validity Period

- 3.1 Responses to this bid received from bidders will be valid for a period of **120 days** counted from the closing date of the bid.

### 4. Supplier Performance Management

- 4.1 Supplier Performance Management is viewed by the RTMC as critical component in ensuring value for money acquisition and good supplier relations between the RTMC and all its suppliers.
- 4.2 The successful bidder shall upon receipt of written notification of an award, be required to conclude SBD 7.2 and Service Level Agreement (SLA) with the RTMC, which will form an integral part of the agreement. The SLA will serve as a tool to measure, monitor and assess the Bidder 's performance level and ensure effective delivery of service, quality and value-add to RTMC business.

4.3 Should the successful bidder fail to sign the SBD 7.2 and the SLA when called upon to do so, the RTMC may without prejudice to any other rights it may have -

4.3.1 cancel the contract that may have been entered into between the successful bidder and the RTMC and the successful bidder shall pay to the RTMC any additional expenses incurred by the RTMC having either:

4.3.1.1 to accept any less favourable Bid or,

4.3.1.2 if new Bids have to be invited, the additional expenditure incurred by the invitation of fresh Bids and/ or by the subsequent acceptance of any less favourable Bidder.

## **5. Instructions on submission of Bids**

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5.1 Bids should be submitted as follows:

5.1.1 Technical envelopes

- Two (2) copies for technical responses/functional evaluation (1 Original and 1 copy)
- PDF electronic copy in a memory stick of the technical responses/functional (to be enclosed in the envelope which contains the original document)

5.1.2 Financial envelopes – Not applicable

5.2 All envelopes to be sealed and endorsed, **Re-Advertisement of RTMC BID 08/2023/24: appointment of a panel of service providers to, install, configure, support and maintain the last mile network connectivity of the NATIS sites for the RTMC in all provinces and municipalities for a period of three (3) years with an option to extend for a period not exceeding twenty-four (24) months.**

5.3 The sealed envelope must be placed in the bid box at the Main Reception area of the **RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157** by no later than **11:00am on 08 December 2023.**

5.4 **Compulsory Briefing session: Online/Virtual**

5.4.1 The online/Virtual compulsory briefing session will be held on **24 November 2023** at **10:00am.**

5.4.2 Bidders are required to register for a compulsory briefing session by submitting necessary information to [bidadmin@rtmc.co.za](mailto:bidadmin@rtmc.co.za) by not later than **23 November 2023 at 12:00pm** in order to be eligible to participate in the compulsory briefing and the bid process.

The following information is required to register for a briefing session:

- Company Name
- CSD Registration number
- Name and Surname of the Representative

**Bidder/s who fail to comply with the above requirement will not be considered the compulsory briefing session.**

5.4.3 Upon registration a link will be shared with the bidders to enable them to participate on the stated virtual meeting.

5.4.4 Bidders will be required to login using their company name, thirty (30) minutes before the starting time of the briefing session to allow for a virtual registration. Example, if the session starts at 10:00am bidders will be allowed to login at 09:30am and session will start promptly at 10:00am. No bidder/s will be allowed in the briefing session past the starting time.

5.4.5 After the briefing session a **signed briefing certificate will be emailed** to all the bidders who were part/attended the online/virtual briefing session.

**NB: The mentioned briefing certificate must be attached on the bid documents upon submission on the closing date of the bid. (Failing which will invalidate the bid)**

5.5 The bidder's company name, closing date and the return address must also be endorsed on the envelope.

5.6 All bids submitted must be signed by a person or persons duly authorised thereto.

5.7 If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the bid box. The RTMC will not be held responsible for any delays where documents are not placed in the bid box before closing time.

5.8 Bid received by email, facsimile or similar medium will not be considered.

5.9 Where a bid document is not placed in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. Late bids will not be considered.

5.10 Amended bids may be sent in an envelope marked “**Amendment to Bid**” and should be placed in the bid box before the closing time.

5.11 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by RTMC in regard to anything arising from the fact that pages are missing or duplicated.

## **6. Undertakings by the Bidder**

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6.1 The bidder accepts that all costs incurred in preparation, presentation and any demonstration in relation to this bid shall be for the account of the bidder.

6.2 The bidder hereby offers to render all or any of the services described in the attached documents to the RTMC on the terms and conditions and in accordance with the specifications stipulated in this bid documents (and which shall be taken as part of, and incorporated into, this proposal at the prices inserted therein).

6.3 The bidder shall prepare for a possible presentation should RTMC require such and the bidder shall be notified thereof no later than 4 (four) days before the actual presentation date. Such presentation may include demonstration of products or services as called for by the RTMC in relation to this bid.

6.4 The successful bidder hereby accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this agreement as the principal(s) liable for the due fulfilment of this contract.

6.5 Bidders should note that should its Bid be accepted, and should the Bidder be unwilling or unable to commence the Services on the commencement date due to circumstances that are within its control, the RTMC shall be entitled, without prejudice to any other rights it may have;

6.5.1 to terminate the contract; or

6.5.2 claim specific performance from the successful bidder;

6.5.3 and claim damages from the successful bidder.

6.6 The bidder furthermore confirm that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents and that the price(s) and rate(s) cover all his/her obligations under a resulting contract and that he/she accept that any mistakes regarding price(s) and calculations will be at his/her risk.

## **7. RTMC's Rights and Obligations**

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- 7.1 The RTMC reserves the right not to accept the lowest bid or any bid in part or in whole. RTMC normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is technically acceptable and/or financially advantageous to the RTMC.
- 7.2 The RTMC also reserves the right to award this bid as a whole or in part without furnishing reasons.
- 7.3 The RTMC reserves the right to conduct a site visit at the premises of the offices or at any client sites if so required.
- 7.4 The RTMC reserves a right to amend any bid conditions, validity period, specifications, or extend the closing date of bid prior to the initially stated closing date. Bidders will be advised in writing of such amendments in good time.
- 7.5 The RTMC reserves the right to request all relevant information, agreements and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the RTMC to conduct background checks on the bidding entity and any of its directors/trustees/shareholders/members.
- 7.6 The RTMC acknowledge and agree that all data and Personal Information provided by the bidder to the RTMC, or to which the RTMC may be exposed, shall constitute Personal Information.
- 7.7 The RTMC hereby undertakes–
- 7.7.1 in favour of the bidder that it shall at all times strictly comply with the Protection of Personal Information Act, 2013 (Act No. 4 of 2013) and any other legislation related to the protection of Personal Information;
- 7.7.2 to use its best efforts to keep Personal Information confidential and shall not disclose any Personal Information to any other person except as required by law, save to the extent set out in this bid;
- 7.7.3 at the RTMC's option, return or destroy any Personal Information once it is no longer required for the purposes of performing its obligations under this Bid or any directly related purpose; and
- 7.7.4 not process Personal Information for any purpose other than to perform its obligations under this bid.

## 8. **SPECIAL INSTRUCTIONS TO BIDDERS**

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- 8.1 Bidders shall provide full and accurate answers to the questions posed in this document.
- 8.2 Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/technical requirements. All documents as indicated must be supplied as part of the bid response.
- 8.3 The RTMC reserves the right to sign a Service Level Agreement (SLA) with the service provider to supplement services in an agreement in this regard.
- 8.4 RTMC reserves the right to include any additional related items on the contract that are currently not part of the bid document.
- 8.5 The RTMC will not be held responsible for any costs incurred in the preparation and submission of bid documents.
- 8.6 RTMC reserves the right to verify information provided by bidders and any misrepresentation will lead to disqualification of the bidder.
- 8.7 The appointed panel of service providers will be expected to sub-contract 30% of the value of the work to Qualifying Small Enterprise (QSE) or Exempted Micro Enterprises (EMEs).
- 8.8 Bidders must indicate the services for their sites of choice where they will be able to render the required services as and when a need arise on the provided active list(s) table.
- 8.9 **Annexure A:** List of NaTIS active sites including GPS coordinates will be emailed to all bidders who attended the compulsory briefing session.

# **SECTION: 2**

## **SPECIFICATION DETAILS AND FUNCTIONALITY REQUIREMENTS**

## SECTION 2: TECHNICAL REQUIREMENTS/ SPECIFICATIONS

### 1. PURPOSE

The purpose of this bid is to invite qualified service providers to provide (installation and configuration), support and maintain the last mile network connectivity to the NaTIS sites in the nine provinces for the RTMC **for a period of three (3) years with an option to extend for a period not exceeding twenty-four (24) months.**

### 2. BACKGROUND

- 2.1 The project seeks for the appointment of a panel of service providers who will install, configure, support, and provide maintenance of the last mile network connectivity to the NaTIS sites in the nine provinces to connect Driver Licence Training Centres (DLTCs), Vehicle Testing Station (VTS), Road Authorities (RAs); Traffic Stations & Colleges and other integrated users (third party users).
- 2.2 The National Traffic Information System (NaTIS) has a high-level operational requirement, in that the system must ensure availability of 99,9% 24 X 7, while it must process transactions and reports quickly and effectively.
- 2.3 RTMC has been mandated to provide NaTIS to the entire country. NaTIS being a National Key Point (NKP) system, cannot afford to be down as the whole country is reliant on its services with a licensing centre in almost each town in South Africa, thus needs a strong underlying business continuity plan with latest technology in the network infrastructure.
- 2.4 The current RTMC CISCO Core network known as the Multiprotocol Label Switching (MPLS) was designed, and built in or around 2005, to fulfil the Corporation's business requirements set out during that period.
- 2.5 The RTMC (MPLS) Core network architecture is mostly based on the Diginet (copper) infrastructure, which has reached end-of-life and no longer feasible for the Corporation to maintain.
- 2.6 There is an estimation of 1500 NaTIS sites which are located in all the nine provinces within the country, that connect to the Core MPLS using a combination of layer 2 media transmission infrastructure. However, this bid seeks to implement layer 3 network.

2.7 The minimum bandwidth to connect NaTIS sites to the Core MPLS network ranges from 64k to 2 mb/s Diginet links, ADSL, DSL, 3G, microwave and fibre. It should be noted that more than 90 percent of the remote sites are currently using the copper infrastructure.

### **3. SCOPE OF WORK**

3.1 The scope of work is for the provisioning, support and maintenance of last mile connectivity to NaTIS sites (DLTCs, VTSs, Ras; Traffic Stations & Colleges) in the nine provinces for the RTMC for a period of three (03) years with an option to extend for a period not exceeding twenty-four (24) months.

3.2 The project seeks for the appointment of service providers who will install, configure, support, and provide maintenance of the last mile network connectivity to the (+/- 1500) NaTIS sites countrywide to connect Driver Licence Training Centres (DLTCs), Vehicle Testing Station (VTS), Road Authorities (RAs); Traffic Stations & Colleges and other integrated users (third party users), in the nine provinces for the RTMC for a period of three (03) years with an option to extend for a period not exceeding twenty-four (24) months.

3.3 The bidder/s are required to provide the following services.

3.3.1 The design, supply, installation,

3.3.2 The support and maintenance of the proposed transmission infrastructure

### **4 TECHNICAL SPECIFICATION**

Below is the technical specification of the solution requirements.

4.1 The bidder/s should have capacity and capabilities to provide the Corporation with transmission infrastructure technologies such as

4.1.1 Fibre as the first preference,

4.1.2 Microwave or and

4.1.3 5G or LTE similar technologies.

4.2 Solution proposed should be the latest and relevant available technologies.

4.3 Very Small Aperture Terminal (VSAT) nor copper technologies are not an option.

4.4 The bidder/s shall have local; district; provincial or National Point of presence (POP's).

4.5 The bidder/s shall have a valid ICASA – Electronic Communication Network Services (ECN) or Electronic Communications Network Services (ECNS) licence to ensure that all links are covered under the approved spectrum.

4.6 The proposed bidder/s media transmission interface shall be SDN ready. The proposed bidder/s media transmission interface should have seamless integration with the existing RTMC MPLS, and the planned Corporation Software Defined Wide Area Network.

4.7 All new links should be implemented and migrated to the new NaTIS SD-WAN core network.

- 4.8 The design for the new links should aggregate at the bidder/s point of presence (POP's) and from the bidder/s POP to NaTIS production Data Centre and the Disaster Recovery Centre.
- 4.9 The Corporation will procure SDN CPE equipment from a separate contract.
- 4.10 The Corporation will install, manage, and maintain the CPE equipment according to the SDN contract.
- 4.11 The appointed service providers are expected to monitor their links proactively.
- 4.12 The bidder/s shall provide its own data lines management and reporting tools.
- 4.13 The bidder/s shall have its own call centre where all the calls will be logged and escalated.
- 4.14 Support and maintenance contract will be entered into between the RTMC and the successful bidder/s.
- 4.15 Below is the minimum bandwidth and maintenance required for each site category.

**Table A: Bandwidth Requirements**

Site Category	Number of Users	Minimum Bandwidth	Uptime per month	MTTR (Mean Time To Repair)
Small	1 – 4	1 meg	98,89%	8 Hours
Medium	5 – 20	2 meg	99.44%	4 Hours
Large	21 and more	5 meg	99,72%	2 Hours
Mission Critical	DC, DRC & DLCA	20 – 50 meg	99,72%	2 Hours

- 4.16 Below are the SLA penalties that will be enforced for each site category.

**Table B: SLA Penalties**

Site Category	Uptime per month	MTTR (Mean Time To Repair)	Penalty
Small	98,89%	More than 8 Hours	10%
Medium	99.44%	More than 4 Hours	15%
Large	99,72%	More than 2 Hours	20%
Mission Critical	99,72%	More than 2 hours	25%

- 4.17 A list of all sites with their locations, the bandwidth requirement and the SLA requirements will be supplied as an annexure, to the service providers for them to provide individual link cost and footprint. The list of all sites will be provided to the service providers who attended the compulsory briefing session.

## 5 DEPLOYMENT APPROACH

The intent is to deploy the solution in a phased approach and to prioritise phasing out the copper network connectivity.

### 5.1 Phase 1:

- 5.1.1 Phase one has project timelines of six to twelve months from the contract inception.
- 5.1.2 The priority is the replacement of copper network connectivity and implementation of new transmission at the provincial helpdesk sites, at all nine provinces, within a period of 6 months and not longer than 9 months from contract inception.
- 5.1.3 The replacement of copper and implementation of new transmission technologies for all **NaTIS CLLT sites (419)**, at all nine provinces, within a period of 12 months from the contract inception.
- 5.1.4 The anticipated project timelines for Phase 1 will be agreed upon at service level agreement stage.

### 5.2 Phase 2

- 5.2.1 Phase two has project timelines of twenty months from the contract inception.
- 5.2.2 This phase must run in parallel to Phase 1, which means they can start at the same time.
- 5.2.3 The replacement of **ADSL and other copper technologies (482 sites)**, at all nine provinces, within a period of 20 months from the contract inception.
- 5.2.4 The anticipated project timeline for Phase 2 will be agreed upon at service level agreement stage.

### 5.3 Phase 3

- 5.3.1 Phase three has project timelines of twenty months from the contract inception.
- 5.3.2 This phase must run in parallel to Phase 1, which means they can start at the same time.
- 5.3.3 The replacement of **3G technologies (549 sites)** within a period of 20 months from the contract inception.
- 5.3.4 The anticipated project timeline for Phase 3 will be agreed upon at service level agreement stage.

### 5.4 Phase 4

- 5.4.1 The connectivity to the external parties who are currently on the EVPN within a period of 20 months from the contract inception.

5.4.2 The anticipated project timeline for Phase 4 will be agreed upon at service level agreement stage.

5.5 Support and maintenance are expected throughout the implementation phases till contract end.

5.6 Penalties will be imposed whereby the timeframes are not met as agreed (will be stipulated on the contract).

***5.7 N.B: It should be noted that the number of sites can change, and this will be communicated with the appointed service provider/s as and when it happens as the environment is dynamic.***

5.8 RTMC reserves the rights to do single or multi-bid award, based on bidder/s capacity, capabilities, footprint, Point of Presence (POP) and or pricing.

# **SECTION: 3**

## **EVALUATION CRITERIA**

## 1. EVALUATION CRITERIA

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The bid will be evaluated in the following stages:

### (a) Stage 1 – Standard Mandatory Requirements

Bidders are expected to submit and comply with all the required Standard Compliance Requirements. Failure to comply with these requirements will invalidate the bid. Below are Standard Mandatory requirements.

- Bidders are required to submit bid document as follows:
  - one original,
  - one hard copy
- PDF electronic copy in a clearly marked/ labelled memory stick. Documents submitted on electronic copy must be the same documents as the hard copy (original).
- In case of a Joint Venture (JV), Consortium, Teaming Agreement or similar relationship/agreement; bidders must submit standard bidding documents (SBD 1, SBD 4 and SBD 6.1) for each of the entities in an agreed business relationship and accompanied by an agreement.
- Bidder(s) must be registered with National Treasury Centralised Supplier Database (CSD) – CSD report or CSD MAAA Reference Number.
- Compulsory Briefing Session Certificate

### (b) Stage 2 – Mandatory Requirements

Bidders who fail to meet the mandatory requirements will be disqualified from further evaluation.

### (c) Stage 3 – Functionality Evaluation

This stage will be on written responses/ proposals which consists of **100 points**.

Bidders will be required to score a minimum of seventy (70) points to qualify for a stage 4.

### (d) Stage 4 – Price and Specific Goals Evaluation: Applicable once the panel is in place.

Bidders will be evaluated on either 90/10 or 80/20 Preference Point System (i.e., 90/80 points on Price and 10/20 points for Specific Goals).

### 1.1 STAGE 1 – STANDARD COMPLIANCE REQUIREMENTS

STANDARD COMPLIANCE REQUIREMENTS	Comply (Yes / No)	Reference Page
<b>ENVELOPE ONE (1)</b>		
Total Number of copies submitted – Two (2) (1 original and 1 copy)  PDF electronic copy in a memory stick		
Compulsory Briefing Session Certificate		
Proof of CSD Registration. (CSD number or report) Registration on CSD (available on <a href="http://www.csd.gov.za">www.csd.gov.za</a> )		
SBD1: Invitation to bid and company information		
SBD4: Declaration of interest		
<b>ENVELOPE TWO (2) – NOT APPLICABLE</b>		

**NB: Failure to comply with the above requirements will lead to a disqualification of the bid.**

### 1.2 STAGE 2 – MANDATORY REQUIREMENTS

MANDATORY REQUIREMENTS	Comply (Yes / No)
The bidder/s must have a valid ICASA licence/ certificate– Electronic Communications Services (ECS) or Electronic Communications Network Services (ECNS) licence to ensure that all links are covered under the approved spectrum.  These licences authorize the holder to roll out and operate a physical network. This network can be made up of any technology you choose radio equipment (for a wireless network), copper cabling, fibre optic cabling, etc.	

**Compliance Requirement:**

The following categories of ECNS/ ECS licence will be considered.

Valid ICASA licence/ certificate –Terms & Conditions of the licence must be attached, indicating effective date and expiry date.

**1) ECNS licence**

1a) “Class ECNS (CECNS) licences that are limited to a local or district municipal scope and entitle the licensee to provide commercial electronic communications network services within a particular geographical area (for example, the City of Cape Town)”.

1b) “Individual ECNS (I-ECNS) licences are operated for commercial purposes on a provincial and/or national scope.”

**2) ECS licences,**

2a) Class ECS (CECS) licences are limited to a local or district municipal scope and entitle the licensee to provide commercial electronic communications services within a particular geographical area (for example, the City of Cape Town),

2b) “Individual ECS licence are operated for commercial purposes on a provincial and/or national scope”.

### 1.3 STAGE 3 – FUNCTIONALITY CRITERIA

#### FUNCTIONAL EVALUATION WILL BE ON WRITTEN RESPONSES/PROPOSAL

DESCRIPTION	POINTS
<b>A. Bidders Relevant Experience and Similar Work Done</b>	<b>40</b>
<p>The bidder must have provided network infrastructure solutions (Fibre, Microwave, LTE and 3G-5G).</p> <p>Bidders to demonstrate experience in similar work done in provision (installation and configuration), support and maintain of the last mile network connectivity, supply of equipment and related software = <b>40 Points</b></p> <p><b>1. Fibre Points Allocation = 20 points</b></p> <ul style="list-style-type: none"><li>• 1 – 2 similar projects = 10 points</li><li>• 3 and above similar projects = 20 points</li></ul> <p><b>2. Microwave Points Allocation = 15 points</b></p> <ul style="list-style-type: none"><li>• 1 – 2 similar projects = 10 points</li><li>• 3 and above similar projects = 15 points</li></ul> <p><b>3. 3G - 5G Points Allocation = 5 points</b></p> <ul style="list-style-type: none"><li>• 1 – 2 similar projects = 3 points</li><li>• 3 and above similar projects = 5 points</li></ul> <p><b>Compliance requirement:</b></p> <p>The bidder <b>must</b> submit clearly visible reference letters in clients' <b>letterhead</b> indicating all the below-mentioned details, viz.</p> <ul style="list-style-type: none"><li>• Name of the institution/entity where services were rendered,</li><li>• Address of the institution/entity where work was rendered,</li><li>• Description/functions of services rendered,</li><li>• Duration/Period, and</li><li>• Contact details,</li><li>• Reference letters must be signed by the authorized person/s with dates.</li></ul> <p><b>NB: Bidders are required to ensure that information provided is accurate and correct as the Corporation reserves the right to conduct reference checks.</b></p> <p><b>Bidders may submit one letter issued by one client outlining all the above categories.</b></p>	

**B. GEOGRAPHICAL FOOTPRINT PRESENCE**

**40**

The bidders will be evaluated as per below table which must be completed using the active site list(s) that will be provided to bidders who attended the briefing session. The active site list(s) will be distributed via email. It is **compulsory** for potential bidders to fill in the active site list(s) and submit it back with the tender document for evaluation purposes.

**The table below will be used for evaluation purpose by counting and verifying the number of sites that the service provider has indicated to have presence.**

Province	Fibre Coverage per province	Microwave Coverage per province	LTE Coverage per province	5G Coverage per province	4G Coverage per province	3G Coverage per province	Total Points per province	Provincial Coverage
EC								
FS								
GP								
KZN								
LP								
MP								
NC								
NW								
WC								
<b>Total Points</b>								
<b>Nationwide coverage</b>								

		National Coverage
Fibre coverage Nationally		
Microwave coverage Nationally		
LTE coverage Nationally		
5G coverage Nationally		
4G coverage Nationally		
3G coverage Nationally		

Points allocation as per the above table guidance							
Service Providers Name							
	Points Allocation	Fibre	Microwave	LTE	5G	4G	3G
51-100% Coverage	20 points						
26-50% Coverage	10 points						
0-25% Coverage	5 points						

**Compliance Requirement:**  
It is **compulsory** for potential bidders to fill in the active site list(s) and submit it back with the tender document for evaluation purposes.

<b>C. TEAM EXPERIENCE</b>	<b>20</b>
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**1. Key Account Manager = 10 Points**  
The Key Account Manager must have at least five (5) years of experience as an Account Manager within the industry.

- 5 – 7 years = 5 Points
- 8 years and more = 10 Points

**Compliance Requirement**  
CV clearly indicating number of years as an Account Manager within the industry.

**2. Senior Project Manager = 10 Points**  
The Senior Project Manager must have at least five (5) years of experience as a Senior Project Manager within the industry.

- 5 – 7 years = 5 Points
- 8 years and more = 10 Points

**Compliance Requirement**  
CV clearly indicating number of years as a Senior Project Manager within the industry.

<b>TOTAL</b>	<b>100</b>
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**NB: BIDDERS ARE EXPECTED TO SCORE A MINIMUM OF SEVENTY (70) POINTS IN ALL THE EVALUATION CATEGORIES MENTIONED ABOVE, IN ORDER TO QUALIFY FOR STAGE 4.**

**STAGE 4 BECOMES APPLICABLE ONCE THE PANEL IS IN PLACE.**

**1.4 STAGE 4 – PRICE AND SPECIFIC GOALS EVALUATION**

**Bidders who qualify for this stage will be evaluated using the PPPFA and the one scoring highest points will be awarded bid:**

<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>	<b>MAXIMUM POINTS</b>
Price	90	80
Historically Disadvantaged Individuals (who had no franchise in national elections prior the 1983 and 1993 Constitution of the Republic of South Africa).	2	6
Women Owned Company	2	6
Youth Owned Company	2	4
*People Living with Disabilities	4	4
<b>Grand Total</b>	<b>100</b>	<b>100</b>

\* Medical Practitioners letter must be attached.

**SECTION: 4**

**ANNEXURE AND**

**STANDARD BIDDING**

**DOCUMENTS**

**See the attached SBD forms**

**(All SBD forms must be**

**signed)**

## BIDDING DOCUMENTS: GENERAL INFORMATION

1. The bidding forms are drawn up so that certain essential information is to be furnished in a specific manner. Any additional shall be furnished in the enclosed questionnaire(s) or in a separate annexure.
2. The bidding forms should not be retyped or redrafted, but photocopies may be prepared and used. Additional offers may be made for any item, but only on a photocopy of the page in question. Additional offers made in any other manner may be disregarded.
3. Bidding forms not filled in using a computer and printer shall be completed in black ink.
4. Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted in regard to claims arising from the fact that pages are missing or duplicated.
5. The forms in respect of Preference Points Claim, if attached, shall be completed and submitted with the completed Bid.
6. Firm bid prices and delivery periods are preferred. Consequently, bidders shall clearly state whether prices and delivery periods will remain firm for the duration of the contract or not.
7. If non-firm prices are submitted, this fact should be clearly stated in the bidding documents.
8. Where items are specified in detail, the specifications from an integral part of the bidding document and bidders shall indicate in the space provided whether the items offered are to specification or not.
9. In respect of the paragraphs where the items offered are strictly to specification, bidders shall insert the words "as specified".

10. In cases where the items are not to specification, the deviations from the specifications shall be indicated.
11. The bid prices shall be given in the units shown.
12. All prices shall be quoted in South African currency.