

**South African National Accreditation System**  
 Libertas Office Park  
 Cnr Libertas and Highway Streets  
 Equestria  
 Pretoria  
 0184

## REQUEST FOR QUOTATION



### PLEASE COMPLETE AND SUBMIT TOGETHER WITH REQUIRED DOCUMENTS AND QUOTATION

|                        |                                             |                                                |                                                                                                                             |
|------------------------|---------------------------------------------|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| <b>DATE OF ISSUE:</b>  | <b>15 March 2023</b>                        | <b>REQUISITION NUMBER</b>                      | <b>REQ0004724-Reissue</b>                                                                                                   |
| <b>CLOSING DATE:</b>   | <b>23 March 2023</b>                        | <b>CLOSING TIME:</b>                           | <b>11:00</b>                                                                                                                |
| <b>QUOTE VALIDITY:</b> | <b>60 days from the date the RFQ closed</b> | <b>Submissions and enquires to be made to:</b> | <b>Ms Nkhesani Mathebula</b><br><a href="mailto:procurement@sanas.co.za">procurement@sanas.co.za</a><br><b>012 740 8536</b> |

### 1. PRODUCT /SERVICE DETAILS

| Description of goods / services: THREAT DETECTION AND RESPONSE SYSTEM (TDRS) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Quantity required           |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 1                                                                            | <p><b>1. PURPOSE</b><br/>           The purpose of this RFQ is to invite suitably interested qualified service providers to submit their quotations for the Threat Detection and Response System (TDRS), as part of enhancing the security of the Users, Data, Information, and Information Systems for the South African National Accreditation System (SANAS).</p> <p><b>2. BACKGROUND</b><br/>           The South African National Accreditation System (SANAS) is the sole national body responsible for carrying out accreditations in respect of conformity assessment, which includes the accreditation of calibration, testing and verification laboratories, certification bodies, inspection bodies, verification agencies and any other type of body that may be added to its scope of activity. SANAS is also the national body to monitor Good Laboratory Practice (GLP) compliance with principles adopted by the Organisation for Economic Cooperation and Development (OECD) for GLP facilities.</p> <p>The Accreditation for Conformity Assessment, Calibration and Good Laboratory Practice, Act No. 19 of 2006, recognises SANAS as the only National Accreditation Body for the Republic of South Africa for conformity assessment, calibration, monitoring of Good Laboratory Practice, and to provide for matters connected therewith.</p> <p>SANAS is a Section 3A Public Entity for purposes of the Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999) (as amended by Act No. 29 of 1999).</p> <p>SANAS business involves SANAS staff working remotely from home to perform their work. This remote work needs SANAS staff using Laptops to connect through a Virtual Private Network (VPN) to the Office. Our VPNs are terminated on Sophos Firewalls. The office IT Systems runs on Microsoft Windows Server version 2016 with Sophos Anti-Virus. Staff mobile Laptops run Microsoft Windows 10, with Sophos Anti-Virus without any other Mobile Extended/Advanced Detection features, except the malware detection and protection features. Our server farm is hosted on-premises, on 2 physical servers and virtualised into over 20 Virtual Servers. SANAS has fully managed Warm-site IT Disaster Recovery Solution hosted off-premises cloud solution so consider SANAS working during a disaster and how this protection is transferred rapidly. Our MS Office365 Mail System is hosted in the cloud protected by Mimecast Mail Protection Service.</p> <p><b>3. OBJECTIVES</b><br/>           The goal of this exercise is to solicit a proposal for a solution that will offer User, Endpoint, Host, Server, Application, and Network protection. A solution may comprise various systems to form a comprehensive proposal for the protection of our servers, network, desktops, laptops, and email system, and not limited to:</p> <ul style="list-style-type: none"> <li>a) To protect SANAS Data, Information, and Information Systems On-Premises and Cloud based MS Office365 Email System.</li> <li>b) To ensure SANAS Servers, Mobile Devices, Desktops, Network, and applications such Office 365 are monitored for threats.</li> <li>c) To create an IT security alert system that will detect any unauthorized actions on Data and Information Systems in SANAS.</li> <li>d) To identify and recommend safeguards, suited to SANAS' environment, with the aim to</li> </ul> | 1 Service provider required |

strengthen the level of protection of SANAS' Data and Information Systems.

- e) To prevent threats to users such as ransomware, phishing, and account takeovers on our email systems.
- f) To provide threat monitoring of our IT Systems, Emails, User activity, File and Records in our environment.
- g) To ensure all types of threats are detected, monitored, and responded to 24/7 with minimal staff intervention.

#### **4. SCOPE, APPROACH AND METHODOLOGY**

##### **Scope of Services**

SANAS desires to engage the services of a service provider who can combine systems to provide the following services sought, acknowledging that no one system can provide a combined service:

##### **a) Secure Mail gateway Service:**

- i. API Integration
- ii. Identify threat bypassed and Interoperability with existing email security solution
- iii. Security awareness and training with simulated phishing tests built-in
- iv. Machine Learning/Artificial Intelligent Self-learning for Cloud Based MS O365
- v. User Behavior analysis to identify malicious content and traffic
- vi. Early warning threat intelligent
- vii. Mobile Apps visibility to manage and monitor threats identified and responded
- viii. Zero impact Integration on our existing email security system
- ix. Compatible with an existing Mimecast Mail Protection System

##### **b) Threat Detection and Response Service:**

- i. 24/7 Threat Detection and Response Service
- ii. Network Threats Detection and Response Service
- iii. User Behavior and Threat Intelligence Analysis/Reporting
- iv. Endpoint Protection and Visibility
- v. Server Protection and Log Analysis
- vi. Endpoint Device Control & remote management capabilities
- vii. Vulnerability Management and Asset Inventory
- viii. Cloud Security for MS Office365 Mail System

#### **5. REQUIREMENTS**

These are minimum requirements in our environment for the proposed system(s) to meet:

| <b>No</b> | <b>Description</b>               | <b>Specification</b>                                  |
|-----------|----------------------------------|-------------------------------------------------------|
| 1         | Number of Users                  | 80                                                    |
| 2         | No. of Virtual Servers           | 30                                                    |
| 3         | Number of Email Accounts         | 120                                                   |
| 4         | Mobile Device Laptop Platforms   | MS Windows 10                                         |
| 5         | Server(S) Infrastructure         | MS Server 2016, Virtual Machines, 2 Physical Machines |
| 6         | Compatibility with Anti-Virus    | Sophos Intercept-X and Device Encryption Solution     |
| 7         | Number of Years on Contract Term | Three (3) Years                                       |
| 8         | Type of Deployment               | Remote (SANAS Staff currently working remotely)       |
| 9         | Type of Email Systems            | MS Office O365 (Cloud-based) No Exchange on-site      |

#### **6. ADDITIONAL NOTES**

- i. SANAS has just below 80 staff,
- ii. SANAS does not support tablets, hence, this RFQ excludes tablets at this stage.
- iii. SANAS can do with an onsite resource maybe during the installation and stabilization period, after that an on-call support system would suffice.
- iv. SANAS usually works on a minimum three (3) year contracts.
- v. SANAS has its offices in Equestria, Pretoria, South Africa.
- vi. Currently, SANAS is using Enterprise version of Sophos Intercept-X for its endpoint anti-virus protect for the next three (3) years.
- vii. All proposal submitted MUST have pricing in South African Rands (ZAR).
- viii. The bidder MUST name the systems that form part of the proposed solution.

| 2                                                   | PRICING |                                                                  |           |                |                |                |
|-----------------------------------------------------|---------|------------------------------------------------------------------|-----------|----------------|----------------|----------------|
|                                                     | No      | Description                                                      | Unit cost | Year 1         | Year 2         | Year 3         |
|                                                     | 1       | Threat Monitoring and Response Service (License Per User/device) |           |                |                |                |
|                                                     | 2       | Secure Mail Gateway Service (License per email account)          |           |                |                |                |
|                                                     | 3       | Deployment of the two (02) systems/service                       |           | Not applicable | Not applicable | Not applicable |
|                                                     |         |                                                                  |           |                |                |                |
|                                                     |         | <b>Annual total</b>                                              |           |                |                |                |
|                                                     |         | <b>VAT</b>                                                       |           |                |                |                |
|                                                     |         | <b>Annual total Inc VAT</b>                                      |           |                |                |                |
|                                                     |         | <b>Overall contract amount</b>                                   |           |                |                |                |
| Expected date of delivery:                          |         | April 2023                                                       |           |                |                |                |
| Contract or once-off:                               |         | 36 Months contract                                               |           |                |                |                |
| Technical / Mandatory requirements:                 |         | As indicated above                                               |           |                |                |                |
| Other information:                                  |         |                                                                  |           |                |                |                |
| <b>SECTION TO BE COMPLETED BY SUPPLIER</b>          |         |                                                                  |           |                |                |                |
| <b>2. SUPPLIER DETAILS</b>                          |         |                                                                  |           |                |                |                |
| Supplier name:                                      |         |                                                                  |           |                |                |                |
| CSD number:                                         |         |                                                                  |           |                |                |                |
| Contact person:                                     |         |                                                                  |           |                |                |                |
| Contact number:                                     |         |                                                                  |           |                |                |                |
| Email:                                              |         |                                                                  |           |                |                |                |
| VAT number (if applicable):                         |         |                                                                  |           |                |                |                |
| Physical address:                                   |         |                                                                  |           |                |                |                |
|                                                     |         |                                                                  |           |                |                |                |
|                                                     |         |                                                                  |           |                |                |                |
|                                                     |         |                                                                  |           |                |                |                |
|                                                     |         |                                                                  |           |                |                |                |
| <b>3. SCM COMPLIANCE REQUIREMENTS (please tick)</b> |         |                                                                  |           |                |                |                |
| Central Supplier Database Report or Summary         |         |                                                                  |           |                |                |                |
| Completed and signed SBD 4                          |         |                                                                  |           |                |                |                |
| Completed and signed SBD 6.1                        |         |                                                                  |           |                |                |                |
| Completed and signed SBD 8                          |         | N/A                                                              |           |                |                |                |
| Completed and signed SBD 9                          |         | N/A                                                              |           |                |                |                |
| Certified valid B-BBEE Certificate                  |         |                                                                  |           |                |                |                |

**EVALUATION PROCESS**

All bids will be evaluated as follows:

**The First stage**, bids will be evaluated first for Administrative requirements, Bidders are required to submit the following administrative documents to be considered for evaluation.

- Completed and signed SBD 4
- Completed and signed SBD 6.1
- Valid BBBEE certificate or sworn affidavit signed by the commissioner of oath
- Valid tax pin, Central Supplier Database Report or Summary with compliant tax status

| No | Name of Administrative Required Document                                             | Clarification Time |
|----|--------------------------------------------------------------------------------------|--------------------|
| 1  | Completed and signed SBD 4                                                           | 48 working hours   |
| 2  | Valid tax pin, Central Supplier Database Report or Summary with compliant tax status | 7 Working days     |

***Bidders who do not adhere to the indicated response time for clarifications requested by the SANAS will be deemed to be non-responsive and their submissions will not be evaluated further.***

Stage 2: Price and SANAS specific goals:

**PREFERENTIAL PROCUREMENT REFORM:**

The Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act, Act No 5 of 2000. SANAS Preferential Procurement (PP) requirements as per the SANAS Supply Chain Management Policy, states that SANAS shall deal with suppliers in accordance with the SANAS specific goals. The application of the specific goals will be as per the applicable pricing formula, the 80/20 system.

SANAS specific goals are in support of the following:

- Previously disadvantaged groups by allocating points for black owned businesses. Black owned businesses are defined as per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 which states that "Black People" is a generic term which means Africans, Coloureds and Indians who are citizens of the Republic of South Africa by birth or descent; or who became citizens of the Republic of South Africa by naturalisation before 27 April 1994 or on or after 27 April 1994; and who would have been entitled to acquire citizenship by naturalization prior to that date.
- Black women as per the Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013.
- Black people who are youth as defined in the National Youth Commission Act of 1996.
- Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act.
- Exempt micro enterprises (EMEs) and thus promoting small businesses.
- Qualifying small enterprises (QSEs).

All responsive tender offers shall be evaluated in terms of Price and SANAS specific goals. The 80/20 Preference Point System shall be applicable in accordance with the Preferential Procurement Framework Act (No.5) of 2000.

Points will be allocated in terms of the SANAS specific goals as indicated in the table below. Bidders must submit valid B-BBEE Certificates or sworn affidavit to claim points on specific goals.

|                             |           |
|-----------------------------|-----------|
| <b>PRICE</b>                | <b>80</b> |
| <b>SANAS SPECIFIC GOALS</b> | <b>20</b> |

Note: To claim points Bidders must submit a valid BBEE certificate or sworn affidavit signed by the commissioner of Oath together with a fully completed and signed SBD 6.1. Bidders are required to indicate the preference point claimed in the SBD 6.1.

| <b>Specific Goal</b>                  | <b>20</b> | <b>10</b> |
|---------------------------------------|-----------|-----------|
| 100% Black Owned                      | 6         | 4         |
| 51% - 99% Black Owned                 | 4         | 2         |
| 100% Black Women Owned                | 6         | 3         |
| 51% - 99% Black Women Owned           | 4         | 2         |
| 5% Youth Owned                        | 2         | 1         |
| 2% Owned by Persons with Disabilities | 1         | 1         |
| Exempt Micro Enterprise (EME)         | 5         | 0         |
| Qualifying Small Enterprise (QSE)     | 3         | 1         |

This RFQ will be evaluated according to the above SANAS specific goals. Failure to submit supporting documents may result to a bidder being allocated zero (0) points. Bidders are required to claim SANAS specific goals in the provided SBD 6.1 attached.

#### **4. QUOTATION TERMS & CONDITIONS:**

1. Quote validity refers to calendar days
2. SANAS reserves the right to award to multiple suppliers.
3. SANAS reserves the right to increase or decrease quantities at the prices quoted.
4. SANAS reserves the right to cancel this request.
5. All goods/services must be quoted in Rand value.
6. SANAS reserves the right to negotiate with bidders.
7. All fields must be filled in / completed for this document to be accepted.
8. Failure to submit the quotation by the date and time stipulated will result in disqualification.
9. Payment will be made 30 days after delivery of goods of services.
10. THIS QUOTE DOES NOT CONSTITUTE AN ORDER

#### **5. ACKNOWLEDGEMENT AND SUBMISSION:**

I hereby acknowledge and accept the terms and conditions of this request for quotation:

Name:.....

Signature: .....

Date: .....