

TENDER DATA

Project title:	Appointment of a Panel of Service Providers for the Supply, Delivery, Installation, Commissioning, and Maintenance Support of Industrial Uninterruptible Power Supplies (UPS) at various Sentech Transmitter sites for 3 years subject to annual performance review.
Bid no:	SENT/055/2024-25

1. BACKGROUND

Sentech is a state-owned company and is the largest broadcasting signal distributor in South Africa. Sentech is a licensed Electronic Communications Network Service provider in South Africa. It currently operates many telecommunication networks for Satellite, Television, Radio, Internet, and more. As such, Sentech is a global enabler of broadcasting and digital content delivery.

UPS (Uninterruptible Power Supplies) are an integral part of digital transmission systems. Systems' stability under current unstable Eskom & municipality electricity supplies requires robust reliable UPSs. Digital transmission equipment takes time to boot up thereby negatively affecting network performance and equipment reliability. Most of the current UPS are obsolete and no longer supported by OEMs nor by local agents. The Sentech needs to ensure that mitigation measures are put in place in the case of failures where backup power systems fail during incoming mains failure and/or load shedding, this may lead to a site complete shutdown of all services being affected. Such measures include the appointment of service providers who can assist with the supply, installation, and maintenance of the UPS units within a reasonable and stipulated turnaround time. This failure can happen at any site, any Province, and on any given day (including weekends and holidays) at any given time for unknown periods depending on the cause of failure.

Sentech intends to appoint a panel of service provider(s) with successful bidders. It is imperative to state that Sentech promises no successful bidder any quantum of work.

UPSs are installed in all Sentech sites including Head Offices at Radiokop

The Bid is divided into 4 sections – Bidders MUST CLEARLY indicate in the table below the section(s) they are bidding for:

Section A: 3kVA - 20kVA at Unity power factor

Section B: 20kVA - 40kVA at Unity power factor

Section C: 40kVA - 80kVA at Unity power factor

Section D: 100kVA plus at Unity power factor

SECTION IDENTIFICATION	PREFERRED SECTION (state Yes OR No)
SECTION A: 3kVA – 20kVA at Unity Power Factor	
SECTION B: 20kVA – 40kVA at Unity Power Factor	
SECTION C: 40kVA – 80kVA at Unity Power Factor	
SECTION D: 100kVA plus at Unity Power Factor	

SHOULD BIDDERS FAIL TO INDICATE THEIR PREFERRED CATEGORY THEN SENTECH SHALL AUTOMATICALLY INCLUDE BIDDERS IN SECTION A ONLY.

BIDDERS WILL BE CATEGORIZED BY PROVINCE.

BIDDERS CAN INDICATE PREFERENCE FOR WORK IN ONE OR MORE THAN ONE PROVINCE IN THE TABLE BELOW. THIS IS FOR INFORMATION ONLY.

PROVINCE	STATED PREFERENCE e.g. GAUTENG
Eastern Cape	
Free State	
Gauteng	
Kwa Zulu Natal	
Limpopo	
Mpumalanga	
Northern Cape	
North West	
Western Cape	

2. SUBMISSION OF BIDS and CLOSING

- 2.1 This Bid closes on the date and time stipulated on the Notice and Invitation to Bid (SBD1). Bids can be submitted electronically via the eTender Portal and/or by hand to the tender box at Sentech Offices, Octave Road, Radiokop Ext 3, Honeydew, Johannesburg.
- Bidders that opt to deposit their bid documents in the tender box must do so on or before the closing date and time, during working hours only (08:30-15:30). No late submissions will be accepted.
 - Bidders who opt to submit via the Sentech eTender Portal ("the eTender Portal") are advised that the eTender Portal has a file size limit of 30MB. Bidders must upload their tender documents timeously. The eTender Portal is available 24 hours a day. No late submissions will be accepted.
 - It is incumbent on the bidder to ensure that their bids are submitted timeously via the selected method before the closing date and time. Sentech will not take any responsibility of any incomplete submissions or late tenders, for any reason whatsoever.
 - Telegraphic, telephonic, telex, facsimile, e-mail, and late Bids will not be accepted.
- 2.2 This is a two-envelope system for Bid Evaluation. Bidders must submit their proposal and all supporting documentation in a sealed envelope, clearly marked as follows:
- For manual submissions, Envelope One must consist of an "Original Technical Proposal together with a soft copy in PDF format of an electronic medium e.g. USB, etc. The soft copy will consist of a single PDF document containing the complete response. The envelope must contain all information and documents relating to the Bid. (Refer to list of returnable documents).
 - No Financial Information must be included in Envelope One.
 - Envelope Two "Original Financial Proposal" (Contract Date and Pricing schedule/schedule of rates as applicable) together with 1 copy of "Financial Proposal" together with a soft copy in PDF format of an electronic medium e.g. Compact Disk (CD), USB, etc. The soft copy will consist of a single PDF document containing the complete Financial Proposal.
 - Bidders are required to place the sealed Envelope One together with the sealed Envelope Two into one sealed envelope or container. The sealed envelope or container must be marked with the following information:

For Attention:

- HEAD OF SUPPLY CHAIN MANAGEMENT
 - BID REFERENCE NO: ##
 - TECHNICAL AND FINANCIAL PROPOSALS
 - INSERT CLOSING DATE AND TIME
 - BIDDER'S NAME AND ADDRESS
- e) Bidders that combine their Technical Proposal with the Financial Proposal (or any financial information) will be automatically disqualified and not be evaluated further.
- f) The financial proposal will only be opened and evaluated should the technical proposal be found to be responsive, being that the technical proposal has met the minimum technical evaluation criteria that are set out in the Bid Documents.
- g) The Bidders shall insert a table of contents and bind (ring bind or similar method) the proposal documents and verify the page numbers, as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- h) Bidders are required to complete and sign all the returnable documentation (refer to list of returnable documents) and initial all pages, drawings, and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- i) Late submissions will not be considered.
- j) For online submissions via the e-Tender portal, submission requirements are directed by the system. Bidders must follow instructions in the Bidder's manual.

3. SIGN AND INITIAL

Bidders are required to complete and sign the Bid Forms where required and initial the bottom of all pages, drawings, and brochures which are included in the submission as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.

Only original signatures will be accepted.

4. COMPLETION OF BID DOCUMENTS

Bidders must ensure that they complete all sections of the Bid Documents as per the requirements in the Bid.

Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.

5. COSTS OF PREPARING THE BID SUBMISSION

Bidders shall bear all costs associated with the preparation and submission of the proposals. Sentech shall under no circumstances be held responsible or liable for any costs incurred during the bidding process.

6. ADMINISTRATIVE RESPONSIVENESS CRITERIA

Bidders are required to ensure that they meet all the Administrative Responsiveness Criteria.

7. BBBEE CODES AT SENTECH

Sentech complies with the codes of good practice as prescribed by the DTI, to advance Broad-Based Black Economic Empowerment.

8. SUBCONTRACTING AS A CONDITION OF BID

The successful Bidder must subcontract a minimum of 0 % of the value of the contract to _____ (specify the designated group targeted).

9. TRANSFORMATION PLAN

A transformation plan is a record of activities an entity intends to undertake to improve its BBBEE Level through Ownership, Management, and Control; Skills Development; Enterprise and Supplier Development and Socio-Economic Development.

Sentech reserves the right to request a BBBEE transformation plan with clearly defined timelines and milestones if the recommended Bidder does not meet Sentech's transformation goals. These milestones must be achieved over the term of the contract. This transformation plan must be submitted within 10 working days from the written request, failing which Sentech reserves the right to withdraw its appointment of the preferred recommended Bidder.

10. LOCAL PRODUCTION AND CONTENT

In the case of designated sectors, where in the award of Bids, local production and content is of critical importance, such Bids will contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content, will be considered.

Does this requirement fall under any designated sector as prescribed by the DTI?	Yes	No
If yes, specify the sector	Electrical and telecoms cables	
Specify the minimum threshold applicable	90%	

*Bidders must fill in the SBD6.2 for Local Content and Production

11. EVALUATION CRITERIA

The evaluation criteria are stipulated in 18 below. It is the Bidder's responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria will result in the Bidder not being evaluated further. Bidders must ensure that they have included all supporting documentation required to support their response to the Bid.

12. OBJECTIVE CRITERIA

Sentech reserves the right not to consider proposals from Bidders who are currently involved in litigation with Sentech. Sentech further reserve the right not to award this tender to any Bidder based on the proven poor record of accomplishment of the Bidder in previous projects with Sentech. Bidders who are blacklisted or have committed any acts of fraud and/or misrepresentation of facts e.g. tax compliance, BBBEE, company financials, etc. will be eliminated from the bid.

13. AWARD OF BID/S

Sentech may appoint one or more suppliers, in whole or in part, or not appoint any supplier/s at all, and/or cancel the bid in its entirety, at Sentech's sole and exclusive discretion, in order to satisfy various needs which may be identified, and to manage certain risks associated with the supply of goods or services specified in respect of the Bid.

14. ALTERNATIVE/SUBSTITUTE PRODUCTS

In the case of contracts and/or panels which are in excess of 12 (twelve) months, Sentech shall be entitled to consider alternative products and product upgrades during the tenure of the contract and/or panel in order to accommodate new products and upgrades in the market. Bidders are required to bring all such developments to the attention of Sentech for approval. No alternative products may be supplied without Sentech's prior written approval.

15. BRIEFING SESSION

Should there be a compulsory briefing session for this Bid, Bidders must ensure that they attend the briefing session and sign the attendance register, as non-attendance or failure to sign the attendance register will automatically disqualify a Bidder from submitting a proposal for this Bid.

All questions raised by Bidders post the briefing session will be consolidated and shared with all Bidders at least seven (7) calendar days prior to closing.

16. CLARIFICATION

Enquiries related to Bid documents may be addressed to the Bid Administrator and Supply Chain Official as stated in SBD 1 Notice and Invitation to Bid.

17. BID EVALUATION METHOD

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

<p>80/20 system will be followed for Technical and Price offer</p>	<p>1. Stage 1 – Administrative Responsiveness Evaluation All the Technical Proposals will be evaluated against the administrative responsiveness requirements as set out in the list of returnable documents.</p> <p>2. Stage 2 –Technical Evaluation <u>Mandatory Criteria:</u> All Proposals that qualify based on the administrative responsiveness requirements will be evaluated against the Mandatory Evaluation Criteria. Bidders must COMPLY TO ALL the Mandatory Evaluation Criteria in order to qualify for further evaluation</p> <p>3. Stage 3 – Price and Preference Financial Proposals for Qualifying Bidders will be opened and evaluated. Bidder's financial offers and BEE certificates will be ranked according to price and preference points from the highest number of points to the lowest.</p>
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18. ADMINISTRATIVE RESPONSIVENESS REQUIREMENTS

To be administratively responsive, Bidders must ensure that they meet all the below mentioned criteria. Bidders that do not meet all the below mentioned criteria may not qualify to be awarded the Bid. Sentech reserves its rights in respect of the below criteria.

- Complete and return all documentation stipulated in the LIST OF RETURNABLE DOCUMENTS.
- All correspondence must be in English.
- Bidders must fill in all sections of this document (where applicable).
- **BLACK INK** must be used when completing the Bid documents.
- Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.

- All corrections must be initialled. The use of corrective fluid is strictly prohibited.
- Bidders are required to fill in and sign the Bid Forms and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- Bidders must complete an attendance register at each compulsory site meeting attended.
- Appointment of a Bidder will be subject to signing, declaration and submission of SBD 1, 3.1, 3.2, 3.3, 4, 5, 6.1, 6.2 8, and 9 depending on applicability.
- Complete and sign the Contract Data.
- Should this be a 2 envelope or 2 stage system, Bidders MUST separate the technical proposal from their financial proposal. The technical and financial proposals must be placed in two separate sealed envelopes.

19. AUTOMATIC DISQUALIFICATION

Sentech reserves the right to automatically disqualify Bidders from being awarded this Bid. The following will lead to automatic disqualification:

- Failure to submit a financial proposal, if required.
- The Bidder is or has been involved in any act of corruption or fraud or bribery or collusion or attempt to influence any employee of Sentech to award this Bid or any other Bid to it.

20. TECHNICAL RESPONSIVENESS COMPLIANCE

The Technical Evaluation will encompass the evaluation of:

- Mandatory Criteria
- Functional / Technical Criteria

21. TECHNICAL EVALUATION CRITERIA

21.1 Mandatory Eligibility Criteria

The following criteria are mandatory for ALL BIDDERS:

Mandatory Eligibility Criteria	Proof required	Provide the reference page number in your proposal
1. The bidder must have a minimum of 5 years' experience in the supply, installation, and support of industrial and commercial UPS	Please complete Table 1 with relevant projects (<i>The earliest project will be used to measure the years of experience</i>)	
2. The electrician doing the installation must be a qualified three-phase installation electrician	Provide a copy of the Department of Employment and Labour registration certificate, indicating IE or ME number.	
3. The bidder must be currently registered as an electrical contractor with the Department of Employment and Labour.	Provide a valid copy of the registration certificate of the Department of Employment and Labour, e.g. GS, GN, etc. number	

Mandatory Eligibility Criteria	Proof required	Provide the reference page number in your proposal
4. The bidder must have been previously involved in supplying and installing UPS in industrial and commercial electrical installations. Provide contactable references, a minimum of Five (5) previously completed projects.	Bidder to complete Table 1 in this document listing at least five (5) projects that they had completed, including the customer's name, service provided, contact details, project value, and project timelines	
5. The bidder must be accredited for supply, installation, and support and have a direct relationship/agreement with the OEM.	Yes, Attach a copy of the Accreditation Letter/MOU/Agreement	
6. The following international standards for UPS that need to be complied with are as follows: <ul style="list-style-type: none"> SANS/IEC 62040-1: 2017 UPS SAFETY REQUIREMENTS SANS/IEC 62040-2: 2016 UPS ELECTROMAGNETIC COMPATIBILITY REQUIREMENTS SANS/IEC 62040-3: 2011 UPS METHODS OF SPECIFYING PERFORMANCE & TEST REQUIREMENTS SANS/IEC 62040-4: 2013 UPS ENVIRONMENTAL ASPECTS 	A signed letter of commitment on company letterhead <i>(Note: The relevant regulatory standards should be explicitly mentioned in the letter)</i>	

NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.

Technical Specifications		Bidders' UPS information <i>(Information on the various UPS to be provided)</i>
Actual full load rating:	<ul style="list-style-type: none"> 3kVA - 20kVA at Unity power factor 20kVA - 40kVA at Unity power factor 40kVA - 80kVA at Unity power factor 100kVA plus at Unity power factor 	
Required full load rating:	<ul style="list-style-type: none"> 3kVA - 20kVA at Unity power factor 20kVA - 40kVA at Unity power factor 40kVA - 80kVA at Unity power factor 100kVA plus at Unity power factor 	
Required battery back-up (at required full load rating)	<ul style="list-style-type: none"> 15mins at full load 	
Battery type	VRLA	

Input		
Voltage	<ul style="list-style-type: none"> Single phase three wire 230V +/- 20% without discharging battery for 3kVA – 20kVA UPS Three-phase four wire 400 V +/- 20% without discharging battery for larger UPS	
Frequency	50 Hz $\pm 10\%$ without discharging battery	
Power walk in	The rectifier shall power up from 0 to 100% over a period of 120 seconds to prevent inrush currents overloading the UPS supply circuit.	
Harmonic distortion	The 12 pulse UPS rectifier shall cause a mains input current harmonic distortion of less than 3%.	
Output		
Voltage	<ul style="list-style-type: none"> Single phase three wire 230V +/- 20% without discharging battery for 3kVA – 20kVA UPS Three-phase four wire 400 V +/- 20% without discharging battery for larger UPS 	
Frequency	Synchronized to mains, or $\pm 0.1\%$ when internally generated	
Power factor	The inverter shall be rated to supply its rated capacity between 0.8 lagging and 0.9 leading power factors without de rating	
Unbalanced load	100% unbalanced load capability, with a phase voltage dissymmetry of no more than 3% and a phase shift of no more than 2 degrees electrical.	
Load step	The UPS shall withstand a 100% load step, with a voltage stability of +/- 5%, and a recovery to within 1% of nominal voltage within 10 milliseconds	
Crest factor	3: 1	
Linear loads	<2% maximum	
Non-linear loads	<5% maximum	
Overload capability	<ul style="list-style-type: none"> 110 % for 60 minutes 125% for 10 minutes 150% for 60 seconds	

Regulation	± 3% for 100% load change	
Overall efficiency at rated load	Better than 93%	
Metering panel	Required	
Mimic panel	Required	
The following LED status information must be available from the front mimic panel	<ul style="list-style-type: none"> • Rectifier input power status • Inverter output power status • Bypass power status Battery status	
Audible alarm:	An alarm shall sound for all conditions which occur which are not part of normal operation status	
Customizing and adjustments via LCD display:	<ul style="list-style-type: none"> • Bypass voltage and frequency limits adjustment • Rated output voltage • RS232 • Modem interface • Battery settings • Pre alarms 	
Event history	All events including voltages and currents shall be recorded for pre-fault analysis	
Communication interfaces	<ul style="list-style-type: none"> • Window based • Must be an SNMP card • Allows management of UPS via network management system or browser 	
BYPASS	<ul style="list-style-type: none"> • Go automatic in bypass mode when faulty, by using raw input mains rather than batteries to energise the control thereof. 	
MANUAL BYPASS	An additional external manual bypass switch of SANS 0142 standard must be provided to bypass the complete ups system during an emergency	

22. Evaluation of Price and Preference

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).

23. Preference Point allocation – 80/20

Price / Preference	Weighting percentage
Preference:	20%
Price:	80 %
Total must equal:	100%

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
	5	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	3	Black owned company showing at least 5 – 25% black ownership
	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 51% women ownership
	4	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership
	2	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability, confirmation of disability from the Department of Labour, BEE certificate or equivalent confirmation
Total Points	20	

24. Price Calculation 80/20

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

$$P_s = 80 \left[\frac{1 - (P_t - P_{min})}{P_{min}} \right]$$

Where:

P_s	=	Points scored for price of bid under consideration
P_t	=	Rand value of bid under consideration
P_{min}	=	Rand value of lowest acceptable bid

25. Declaration of Authority

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this Bid Data is understood and all requirements will be adhered to.

Name of Bidder	Signature	Date	Designation

TABLE 1: REFERENCES

Please complete the customer reference table and relevant Contact telephone number and attach reference letters or a signed commissioning report or affidavit.

Customer		Service Provided	Contact Person	Contact tel. no.	Project value	Contractual commencement date	Contractual completion date
1							
2							
3							
4							
5							

Customer		Service Provided	Contact Person	Contact tel. no.	Project value	Contractual commencement date	Contractual completion date
6							
7							
8							
9							
10							

Name of Tenderer	Signature	Date