

## INVITATION TO BID

**BID NO:**

**RAF/2024/00013**

**BID DESCRIPTION:**

The RAF invites an experienced, suitable Service Provider to: (i) migrate RAF core infrastructure, business applications and workloads to the cloud – both Amazon (AWS) & Microsoft Azure, (ii) maintenance and support of the cloud infrastructure for five (05) years, (iii) provide training, skills transfer to internal staff, and (iv) assist with cost optimization by managing resources efficiently.

**Publication date: 27 March 2024**

**Non-Compulsory Briefing Session:** 28 March 2024 @ 11h00 am at the below address

### PHYSICAL ADDRESS

**2 Eco Glades Office Park, 420 Witch-Hazel Avenue, Centurion, 0046**

**Closing date: 12 April 2024 @ 11h00 am**

***Note: Faxed and/or Emailed Proposals/ bids will not be accepted, only hand delivered and couriered Proposals/ bids must be deposited in the tender Box on or before the closing date and time.***

## **TABLE OF CONTENTS FOR BID RAF/2024/00013**

- 1. PART A: INVITATION TO BID**
- 2. PART B: TERMS AND CONDITIONS FOR BIDDING**
- 3. SBD 3.2: NON-FIRM PRICES**
- 4. SBD 4: DECLARATION OF INTEREST**
- 5. SBD 5: NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME**
- 6. SBD 6.1: PREFERENCE POINTS CLAIM FORM**
- 7. SPECIFICATION DOCUMENT**
- 8. GENERAL CONDITIONS OF CONTRACT**

### **IMPORTANT NOTES:**

1. Bid documents are issued by email at no cost.

2. Submission of Proposals

- Bid responses must be placed in the tender box clearly marked with a tender number and description; and
- Bidders are required to submit a soft copy (PDF) of their original Bid Document/Proposal in a USB (To be enclosed in the envelope which contains the Original Bid Document/Proposal)
- The proposal must be deposited in the tender box situated at the reception of RAF at the below address:

**Road Accident Fund (RAF), Eco Glades 2 Office Park, 420 Witch-hazel Avenue, Centurion, 0046**

3. Validity Period

The proposal submitted by the supplier must be valid for a period of 90 days, from the closing date for the submission of proposals.

4. Enquiries

All enquiries regarding this bid must be directed to the Supply Chain Management Office:

Bid Enquiries: Supply Chain Management

E-mail address: [llishs@raf.co.za](mailto:llishs@raf.co.za)

**Note: No telephonic enquiries will be entertained.**

Closing date and time for Bid questions and enquiries: **03 April 2024**

Publication date for Questions & Answers on the RAF Website: **05 April 2024**

### **Important Notes:**

1. All questions/enquiries must be forwarded in writing to the e-mail address above; and
2. Questions/enquiries received after the above-stated date and time will not be entertained.

## MANDATORY/ LEGISLATIVE REQUIREMENTS

This stage checks and validates the bidders' compliance to the legal requirements to conduct business in South Africa, as well as to the industry requirement for the supply of goods and services.

***NB: No points will be allocated at this stage; however, bidders' that do not comply with the pre-qualification requirements below will be disqualified and will not advance to the next stage of evaluation.***

Returnable Documents / Information	Check list ✓ Tick each box
SBD 1: Completed, attached and signed	
SBD 3.1 or 3.2 or 3.3 Completed, attached and signed	
SBD 4: Completed, attached and signed	
SBD 5: Completed, attached and signed	
SBD 6.1: Completed, attached and signed	
Specification document: Completed, attached and signed	
General Condition of contract: Initialled and attached	
Provide Tax TCS Pin to verify Tax Status: Attached (In bids where Consortia/Joint Ventures/Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.)	
If the bidder is a joint venture, consortium or other unincorporated grouping of two or more persons/ entities, a copy of the joint venture agreement between the members should be provided.	
Registered on the Central Supplier Database of National Treasury. (For registration information, go to <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> )	

***Note: Some requirements may not be applicable to international suppliers/ bidders and only those suppliers/ bidders will be exempted from these mandatory/ legislative requirements. All SBDs must be submitted (signed) noting where it is not applicable. If any specific SBD is not submitted, documentary proof, clearly stating the reason must be attached.***

Bidders must also supply the documents below (where applicable).

Other Requirements	Check list ✓ Tick each box
Valid B-BBEE Certificate attached	

## PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE ROAD ACCIDENT FUND (RAF)					
<b>BID NUMBER:</b>	RAF/2024/00013	<b>CLOSING DATE:</b>	12 April 2024	<b>CLOSING TIME:</b>	11H00 am
<b>DESCRIPTION</b>	The RAF invites an experienced, suitable Service Provider to: (i) migrate RAF core infrastructure, business applications and workloads to the cloud – both Amazon (AWS) & Microsoft Azure, (ii) maintenance and support of the cloud infrastructure for five (05) years, (iii) provide training, skills transfer to internal staff, and (iv) assist with cost optimization by managing resources efficiently.				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
Road Accident Fund (RAF) Eco Glades 2 Office Park  420 Witch-Hazel Avenue  Centurion  0046					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Ilsh Seema		CONTACT PERSON	Ilsh Seema	
TELEPHONE NUMBER	012 429 5135		TELEPHONE NUMBER		
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:ilishs@raf.co.za">ilishs@raf.co.za</a>		E-MAIL ADDRESS	<a href="mailto:ilishs@raf.co.za">ilishs@raf.co.za</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA

<b>1</b> ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES ENCLOSE PROOF]	<b>2</b> ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES, ANSWER THE QUESTIONNAIRE BELOW ]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>			

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....

(Proof of authority must be submitted e.g. company resolution)

## PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)

**NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.**

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of Bidder.....Bid number.....

Closing Time 11:00 ..... Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY  **(ALL APPLICABLE TAXES INCLUDED)
-------------	----------	-------------	---

- 
- Required by:.....
  - At:.....
  - Brand and model .....
  - Country of origin .....
  - Does the offer comply with the specification(s)? \*YES/NO
  - If not to specification, indicate deviation(s) .....
  - Period required for delivery .....
  - Delivery: \*Firm/not firm

\*\* "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

\*Delete if not applicable



[illegible]

**B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS**

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

---

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

.....  
.....  
2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:  
.....  
.....

### **3. DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported

---

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

## THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all Government procurement contracts that have an imported content, became effective on 1 September 1996. The NIP Policy and Guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases/lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (dti) is charged with the responsibility of administering:

### 1 PILLARS OF THE PROGRAMME

1.1 The NIP obligation is benchmarked against the imported content of the contract. Any contract having an imported content equal to or exceeding US\$10 million or other currency equivalent to US\$10 million will have an NIP obligation. This threshold of US\$10 million can be reached as follows:

- (a) Any single contract with imported content exceeding US\$10 million.  
or
- (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a two-year period which exceeds US\$10 million in total.  
or
- (c) A contract with a renewable option clause, where should the option be exercised, the total value of the imported content will exceed US\$10 million.  
or
- (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$3 million worth of goods, works or services to the same government institution, which in total over a two-year period exceeds US\$10 million.

1.2 The NIP obligation applicable to suppliers in respect of subparagraphs 1.1 (a) to 1.1 (c) above will amount to 30% of the imported content, whilst suppliers in respect of sub-paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a pro-rata basis.

1.3 To satisfy the NIP obligation, the dti would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners, or suppliers

1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

## **2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY**

- 2.1 In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of R10 million, submit details of such a contract to the dti for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in sub-paragraphs 1.1.(b) to 1.1. (d) above.

## **3 BID SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF BIDDERS AND SUCCESSFUL BIDDERS (CONTRACTORS)**

- 3.1 Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with the bid on the closing date and time.
- 3.2 In order to accommodate multiple contracts for the same goods, works or services, renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the dti in determining the NIP obligation, successful bidders (contractors) are required, immediately after being officially notified about any successful bid with a value in excess of R10 million, to contact and furnish the dti with the following information:
- Bid/contract number;
  - Description of the goods, works or services;
  - Date on which the contract was accepted;
  - Name, address and contact details of the government institution;
  - Value of the contract; and
  - Imported content of the contract, if possible.
- 3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr Elias Malapane within five (5) working days after award of the contract. Mr Elias Malapane may be contacted on telephone number (012) 394 1401, facsimile (012) 394 2401 or e-mail at [Elias@thedti.gov.za](mailto:Elias@thedti.gov.za) for further details about the programme.

#### 4 PROCESS TO SATISFY THE NIP OBLIGATION

- 4.1 Once the successful bidder (contractor) has made contact with and furnished the dti with the information required, the following steps will be followed:
- a. The contractor and the dti will determine the NIP obligation;
  - b. The contractor and the dti will sign the NIP obligation agreement;
  - c. The contractor will submit a performance guarantee to the dti;
  - d. The contractor will submit a business concept for consideration and approval by the dti;
  - e. Upon approval of the business concept by the dti, the contractor will submit detailed business plans outlining the business concepts;
  - f. The contractor will implement the business plans; and
  - g. The contractor will submit bi-annual progress reports on approved plans to the dti.
- 4.2 The NIP obligation agreement is between the dti and the successful bidder (contractor) and, therefore, does not involve the purchasing institution.

Bid number .....

Closing date: .....

Name of

bidder.....

Postal address

.....

.....



**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	90/80
SPECIFIC GOALS	10/20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \mathbf{Ps} = \mathbf{80} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right)
 \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- $P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = Price of highest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

<b>The specific goals allocated points in terms of this tender</b>	<b>Number of points allocated (90/10 system) (To be completed by the organ of state)</b>	<b>Number of points allocated (80/20 system) (To be completed by the organ of state)</b>	<b>Number of points claimed (90/10 system) (To be completed by the tenderer)</b>	<b>Number of points claimed (80/20 system) (To be completed by the tenderer)</b>
South African citizen who had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 200 of 1983) or the Constitution of the Republic of South Africa, 1996. (Minimum 51% ownership or more)	<b>05</b>	<b>10</b>		
Women (Minimum 51% ownership or more)	<b>04</b>	<b>08</b>		
Persons with disabilities (Minimum 51% ownership or more)	<b>01</b>	<b>02</b>		

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

- 4.3. Name of company/firm.....
- 4.4. Company registration number: .....
- 4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
  - ☐ One-person business/sole propriety
  - ☐ Close corporation
  - ☐ Public Company
  - ☐ Personal Liability Company
  - ☐ (Pty) Limited
  - ☐ Non-Profit Company
  - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....

.....

**BID SPECIFICATION: SOURCING OF DATA CENTRE MIGRATION AND IMPLEMENTATION PARTNERS FOR AMAZON (AWS) WEB SERVICES, MICROSOFT AZURE & OTHER CLOUD PROVIDERS.**

**1. BACKGROUND TO THE ROAD ACCIDENT FUND**

The Road Accident Fund (RAF) is a schedule 3A Public Entity established in terms of the Road Accident Fund Act, 1996 (Act No. 56 of 1996), as amended. Its mandate is the provision of compulsory social insurance cover to all users of South African roads, to rehabilitate and compensate persons injured as a result of the negligent driving of motor vehicles in a timely and caring manner, and to actively promote the safe use of our roads.

The customer base of the RAF comprises not only the South African public, but all foreigners who may have had accidents within the borders of the country. The RAF head office is in Centurion there will be other Customer Experience Centres in each province in the country. Where the project scope requires staff compliment and/ or space to determine pricing, such will be included in the requirements.

RAF Digital and Technology Unit has chosen to adopt Cloud Hosting Services for all RAF owned software applications, systems and workloads. RAF has opted for a multi-cloud strategy, leveraging hosting services from Amazon web services (AWS) and Microsoft (MS) Azure as primary hyperscalers. This is currently applied in Project Bokamoso where the solution components – IDP and Guidewire across two different platforms namely Microsoft Azure and AWS respectively.

The partners should have a good & broad understanding and wealth experience in working with Amazon Web services (AWS) and MS Azure technologies.

**2. PROBLEM STATEMENT**

The challenge facing Technology and Digital unit is the significant existing legacy investment in servers, storage, and datacentre costs that cannot be easily divested.

The infrastructure capacity issues occur primarily as a result of Technology and Digital not being able to accurately forecast their future capacity needs coupled with the typically long lead times to

provision new infrastructure. Rather than risk the potential of not having sufficient capacity when needed, excess capacity is held back. Cloud technologies are “elastic” and provide the ability to add (and subtract) capacity quickly and easily. This eliminates the need to store capacity (with the resulting cost).

The contract with Vodacom Business to provide managed Datacentre hosting services for both Production and Disaster Recovery sites has lapsed and was extended for additional twelve (12) months which will expire end of September 2024.

### **3. BUSINESS REQUIREMENT**

The prospective implementation partner should possess extensive expertise and a proven track record in cloud solutions.

The partners should have experience in successfully implementing cloud strategies which aligns with RAF strategic goals of achieving operational excellence. And must expedite and ensure the migration or adoption of cloud technologies is efficient and effective.

Must ensure that RAF cloud environment remains secure, up-to-date, and optimized for effective performance and significant cost savings through optimized cloud resource allocation and efficient utilization.

The Road Accident Fund (RAF) wishes to appoint a suitable service provider to provide Professional Services and tools for the implementation and management of a multi-cloud strategy at RAF including;

- Size and provision cloud utilities (compute, storage, and networking).
- Migrate data and workloads (applications, systems, databases) from on-premises/private cloud to the respective hyperscale platform(s).
- Perform functional and quality assurance testing to validate the successful migration of workloads.
- Design and configure a secure multi-cloud environment.
- Provide migration/project management during the migration phase.
- Provide proactive management of RAF multi-cloud environment for a period of five years post migration.
- Configure native security requirements on AWS and Azure environments to protect RAF's cloud resources and data in line with best practices standards.
- Provide management tools for monitoring and managing the multi-cloud environment.



- Ensure skills transfer during and post project implementation to enable to RAF to continue cloud operations.
- Assign a dedicated Account Manager or Service Delivery Manager
- Provide a Managed Services capability including a well-defined Service Level Agreements (SLAs).

#### **4. TERMS OF REFERENCE**

The RAF invites an experienced, suitable Service Provider to: (i) migrate RAF core infrastructure, business applications and workloads to the cloud – both Amazon (AWS) & Microsoft Azure, (ii) maintenance and support of the cloud infrastructure for five (05) years, (iii) provide training, skills transfer to internal staff, and (iv) assist with cost optimization by managing resources efficiently.

The delivery of work shall be as per set standards and terms by agreement between the RAF and the preferred service provider. The service provider must provide work that meets all regulation that is applicable and any relevant professional standards that are implied through legislation.

The Project consists of two (02) phases:

- **Phase 1**
  - migrate RAF core infrastructure, business applications and workloads to the cloud
- **Phase 2**
  - maintenance and support of the cloud infrastructure for five (05) years
  - provide training, skills transfer to internal staff
  - assist with cost optimization by managing resources efficiently

#### **5. SCOPE OF REQUIREMENTS**

##### **5.1. Size and Provision Cloud Utilities (Compute, Storage, and Networking)**

The service provider must prepare, set-up and configure the targeted cloud environments (AWS, Azure, other) based on the below estimated requirements:

##### **Compute**

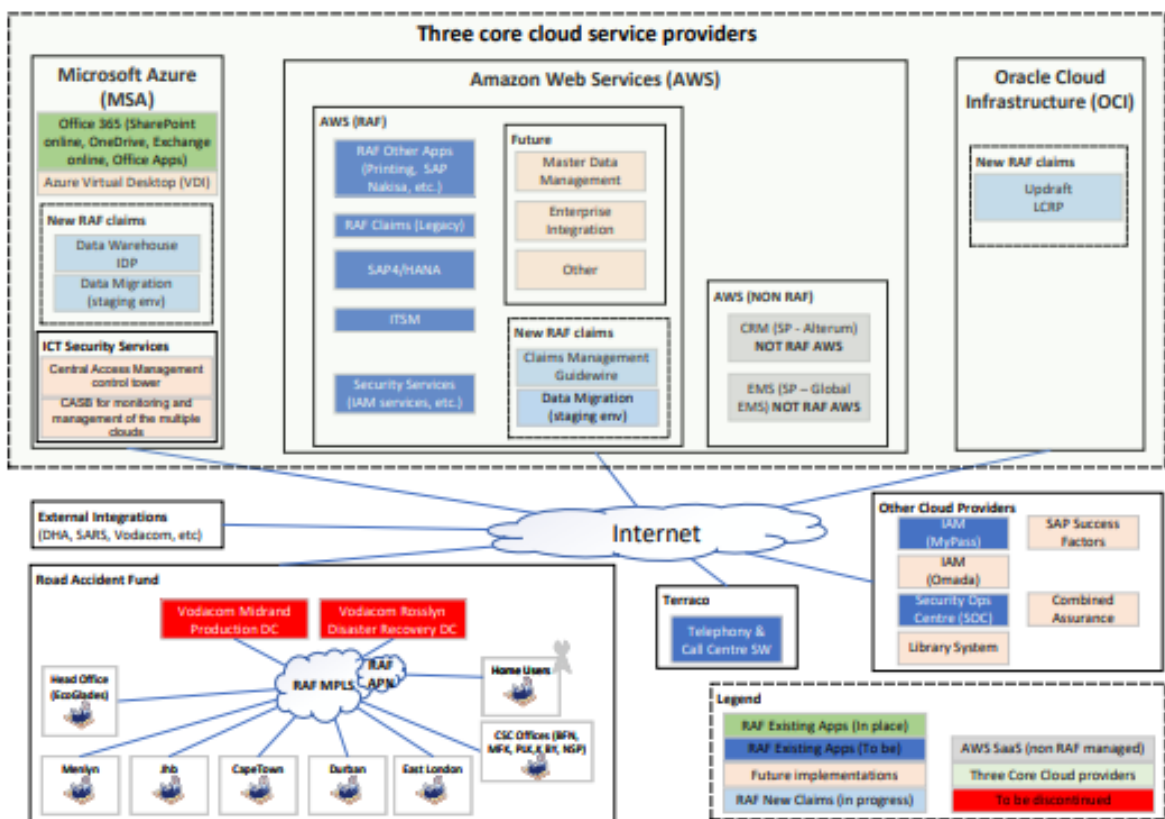
- 12 Bare Metal Windows servers
- 89 Virtual Machines
- 20 Oracle servers
- 5-Year Hardware Refresh cycle.

## Storage

- SAN = 76.45 TB.
- Object = 19.11 TB.
- Backup = 30 TB daily; 180 TB monthly.

## Networking

Must be a customised Virtual Private Cloud network (customisation based on the below RAF infrastructure cloud layout).



RAF has embarked on a multi cloud strategy using three core Hypervisors. The most suitable cloud hypervisor for hosting RAF Microsoft applications such as O365, Exchange online, SharePoint online, OneDrive, MS DevOps etc. has already been identified as Microsoft Azure. The RAF future claims solution (Guidewire) will be hosted on the AWS cloud platform. In determining which cloud provider (AWS or Microsoft Azure) is most suitable to host the non-Microsoft RAF supporting applications, the following six Quality Dimensions were considered:

## Architectural elements

**Performance Efficiency** – Performance shows the response of the system to performing certain actions for a certain period. Performance can be measured using latency (time spent to respond to an event). To minimise latency, RAF claims supporting applications must be placed as close to the core claims application as possible. In this case AWS is hosting Guidewire, therefore, architecturally the supporting application must also be hosted within the AWS cloud to minimize latency.

**Interoperability** - is an attribute of the system or part of the system that is responsible for its operation and the transmission of data and its exchange with other systems. Having the systems located close together (i.e. within the same cloud provider – AWS) without having to traverse the internet will reduce complexity from an architectural perspective.

**Useability** - One of the critical problems of usability is too much interaction or too many actions necessary to accomplish a task. Reducing architecture complexity by having a single cloud provider (AWS) hosting the core claims and supporting applications will improve useability.

**Reliability and Availability** – is an attribute of the system responsible for the ability to continue to operate under predefined conditions. Most often, the system fails due to the inaccessibility of external elements, such as databases, systems, and network connections. Eliminating the need to traverse the internet and multiple cloud networking will improve ultimate reliability of the core claims system

**Security** - is responsible for the ability of the system to reduce the likelihood of malicious or accidental actions as well as the possibility of theft or loss of information. From an security architecture perspective the optimum security can be applied by placing the claims support applications within the same cloud provider (AWS) as the core claims system allowing the same security controls to be applied to the entire solution stack.

**Maintainability** - is the ability of the system to support changes. Changes can be related to new business requirements or the correction of old errors and affect system components or separate methods. Also, maintainability affects the time needed to restore the system after a failure. Excessive dependencies between components have a very negative effect on maintainability. Once again by minimizing the architecture complexity by eliminating the dependency of the solutions to traverse multiple cloud provider networks, maintainability is increased.

**Note:** All detailed architecture technology (and other) diagrams and accompanying narratives must be produced and supplied by the service provider in their original editable format.

## **5.2. Migrate Data and Workloads (Applications, Systems, Databases) from On-Premises/Private Cloud to the Respective Hyperscale platform(s).**

The service provider is expected to provide cloud migration services including, amongst others, the following:

- Migration of RAF Desktop Applications
- Migration of RAF Web Applications
- Migration of RAF Website
- Migration of SQL Databases
- Migration of Informix Database
- Review migrated workloads once in the cloud environment.
- Provide support to existing solutions which are in the cloud

## **5.3. Perform Functional and Non-Functional Testing to Validate the Successful Migration of Workloads**

The service provider is expected to provide cloud testing and quality assurance (QA) services including, amongst others, the following:

- Validate that the software aligns with specified business rules and requirements.
- Provide and make use of tools specifically intended for functional and non-functional testing throughout the duration of the cloud migration project.
- Provide detailed test plans, test cases, and test reports for the application within the scope of cloud migration.
- Perform regression testing to ensure the stability of the application migrated to the cloud and to verify that no new defects have been introduced.
- Document, track, and manage defects using defect tracking tools. Collaborate with development teams to ensure timely resolution of defects.
- Automation Testing: Identify opportunities for test automation and implement automated test scripts using appropriate testing tools.
- Performance Testing: Conduct performance testing to ensure the application meets specified performance requirements and standards.
- Conduct data migration testing during cloud migration to ensure that data is accurately and securely transferred from the on-premises environment to the cloud. This process helps in maintaining data integrity, consistency, and security during the migration.
- Conduct end-to-end post migration testing to validate successful data/systems transfer.

- Test Documentation: Create and maintain test documentation, including test cases, test data, test results, and other related documentation.
- Provide test progress reports, summary reports and hand-over certificates.

The service provider is expected to produce the following test Deliverables:

- Project's Test Plans
- Test cases
- Test Scripts (in case of automation and performance testing)
- Test Results
- Defects reports
- Test Metrics
- Test Summary Reports
- Requirement to Test case Traceability Matrix

#### **5.4. Design and Configure a Secure Multi-Cloud Environment**

The service provider is expected to configure the native security requirements on Amazon Web Services (AWS), Azure, and other (Oracle, Teraco...) cloud environments to protect RAF's cloud resources and data in line with best practice standards. The scope of requirements for native AWS and Azure security implementation includes the following areas:

##### **a) Identity and Access Management (IAM)**

- Use Azure Active Directory for centralized authentication across RAF environments.
- Define role-based access controls across multi clouds.
- Implement multi-factor authentication (MFA) for user accounts.
- Configure identity federation with on-premises identity providers.
- Set up and enforce strong password policies in line with RAF Information Security Policy.
- Configure and enable Privileged Access Management

##### **b) Assess Network Security requirements for the multi cloud environment and design and implement network security control to ensure wholistic security and compliance.**

##### **c) Data Encryption**

- Enable data encryption at rest for data in storage.
- Enable encryption for data in transit using SSL/TLS.

- Activate Key Management services to manage encryption keys.
- d) Data Protection – configure and implement native data loss prevention capabilities.
- e) Third-Party Tools Integration – Evaluate and integrate third party solutions such as intrusion detection systems, endpoint protection, Security information and event management as and when necessary.
- f) Logging and Monitoring
  - Enable audit and activities logging for Cloud services such databases, applications, APIs and miscellaneous cloud resources with AWS CloudTrail, Azure Monitor, and management activity.
  - Set up monitoring and alerting for security events and anomalies.
  - Integrate with Security Information and Event Management (SIEM) tools for comprehensive security monitoring.

## **5.5. Provide Project Management During the Migration Phase**

The service provider is expected to provide project management services including, amongst others, the following:

- Conduct Project workshops
- Conduct regular Project progress meetings.
- Coordinate resources, vendors, and solution providers to enable the execution of the project.
- Ensure the project is delivered within agreed timeframes, as per agreed scope and within the allocated budget.
- Prepare project budgets and manage project-related expenditure.
- Develop project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility.
- Prepare Project Plans, Communication Plans and Risk Management Plan.
- Maintain the project risk register.
- Manage, update and track progress of project-related plans.
- Adhere to prescribed processes to manage changes in project scope, schedule, and costs.
- Measure project performance using appropriate systems, tools, and techniques.
- Co-ordinate the preparation of quality assurance plans by respective teams.

- Report and escalate to project governance structure.
- Manage the relationship with project stakeholders.
- Create and maintain project documentation.
- Prepare requested Management Reports.
- Successfully implement the cloud migration project.
- Monitor Business Value throughout the project.
- Prepare a cloud migration (implementation) plan.
- Any other activities that relate to Project Management.

In addition to Project Management services, the service provider is also expected to provide project Support Services which include, amongst others, the following:

- Collection, control, reformatting, and compilation of project reports.
- Administration and coordination of required resources to facilitate project related meetings.
- Compilation and distribution of project related meeting minutes.
- Any other services that relate to Project Administration.

Furthermore, the following cloud migration services are required:

- Establish performance baselines.
- Prepare cloud environments for the migration.

The service provider is expected to use the following standards for managing and executing the project:

- PRINCE2
- Agile Methodology

#### **5.6. Provide Proactive Management of RAF Multi-Cloud Environment for a Period of Five Years Post Migration**

The service provider is expected to provide proactive cloud support services as using appropriate monitoring tools, aligned with existing RAF monitoring tools for the period of five years.

### **5.7. Provide Management Tools for Monitoring and Managing the Multi-Cloud Environment**

The service provider is expected to provide tools for monitoring the multi-cloud environment in line with the following requirements:

- Monitor the network across all cloud platforms (AWS, Azure, Teraco and other) using the internal tools and providers' preferred tools.
- Monitor services across various cloud platforms including AWS & Azure.
- Automatically collect data across multiple clouds using APIs, agentless, and agent-based techniques.
- Integrate and fuse data across modern multi-cloud environments into a real-time operational data lake.
- Automatically map and track infrastructure, app, and service dependencies to understand business impact.
- Measure service health, availability, and risk in a single real-time dashboard.
- Prioritize work based on business impact with fast drill down to root cause.
- Automatically detect weird and anomalous patterns and shapes of performance data.
- Automatically correlate events and anomalies to reduce noise, identify service-impacting issues.
- Quickly assess and isolate the root cause of an issue.
- Automatically capture real-time diagnostic data at the time an event occurs.
- Create and enrich events/incidents with real-time diagnostic information.
- Achieve CMDB accuracy with real-time sync of the monitored environment.
- Resolve incidents faster with automated ticketing by integrating with ITSM.

### **5.8. Provide Skills Transfer**

The service provider is expected to provide cloud related training and skills transfer to the RAF which includes, amongst others, the following requirements:

- Ensure that RAF technical staff are trained and upskilled on the tools and systems deployed to monitor and manage the multi-cloud platform and in the use of any other tools provided by the service provider during the Management Services period.
- Conduct annual skills assessment of the RAF technical staff and identify skills gaps and make recommendation for training programs to upskill the staff.



- Provide job-shadowing during the deployment and management of the multi-Cloud environment.
- Provide training of RAF technical teams to ensure that the RAF can provide first-line support and maintenance functions including problem identification and an escalation procedure (as defined in the service level agreement).

#### **5.9. Assign a Dedicated Account Manager and Service Delivery Manager**

The service provider is expected to provide account management and service delivery management services to the RAF which includes, amongst others, the following requirements:

- Assign a dedicated Account Manager to serve as the primary point of contact and escalation on commercial, administrative, and technical issues.
- The account manager holds monthly account meetings and provide detailed reports on the RAF Multi-Cloud environment utilization, performance, cyber threats, enhancement opportunities and potential risks confronting the RAF.
- Assign a service delivery manager to ensure precise and efficient service delivery.
- Assign service delivery manager to control the delivery of prompt feedback on technical and administrative issues.
- The service delivery manager communicates feedback and suggestions from RAF to the service provider for service improvement.
- The service delivery manager is required to conduct service review meetings provide detailed reports, as and when required.

#### **5.10. Provide a Managed Services Solution including a Well-defined Service Level Agreement (SLA)**

The service provider is expected to provide including a well-defined service-level agreement (SLA) which includes, amongst others, the following requirements:

<b>Service Availability &amp; Performance</b>		
<b>Service Type</b>	<b>Service Coverage</b>	<b>Minimum performance –</b>
Premium	24/7/365 - All year round	99,90%
<b>Response and Restore times</b>		
<b>Category</b>	<b>Response/Acknowledgment</b>	<b>Resolution/Service Restore</b>
Severity 1 - Critical	15 minutes	1-hour
Severity 2 - High	15 minutes	1-hour 30 minutes
Severity 3 - Medium	15 minutes	2-hours

Severity 4 - Low	15 minutes	6-hours
------------------	------------	---------

## MANDATORY REQUIREMENTS (PHASE 2)

All bidders who do not comply with the mandatory requirements will be disqualified and will not be considered for further evaluation on the functional requirements.

**Bidders must indicate by ticking (√) the correct box indicating that they either “Comply” OR “Do Not Comply”. In the event that no tick is made it will be accepted that the bidder does not comply and will be disqualified.**

**NB: Failure to indicate comply, not comply and the reference pages will lead to disqualification. Bidders to note that incorrect reference will lead to disqualification.**

MANDATORY		
6.1 VENDOR ACCREDITATION & CERTIFICATION	Comply	Do Not Comply
<p>Bidders are required to be accredited as Amazon Web Services (AWS) Premier/Advanced/Select Partner</p> <p><b>Bidders are required to provide proof in respect of the above which RAF will validate/verify with the relevant OEM</b></p>		

**TECHNICAL/FUNCTIONAL CRITERIA**

Functionality is equal to a total of 100 points. The minimum threshold is 70 points. Bidders who score less than 70 points on functionality will therefore be disqualified.

TECHNICAL/FUNCTIONAL	Weight
<b>7.1 COMPANY EXPERIENCE ON CLOUD TECHNOLOGIES</b>	<b>20</b>
<p>The bidder(s) must at least have a minimum of five (5) years experience in Cloud Migration and Implementation Services. Previous experience in implementing and operating multi cloud-native and hybrid cloud architectures technologies.</p> <p><b>Bidder(s) are required to provide the following:</b></p> <p>The proposal must be accompanied by 3 contactable signed completion certificate(s)/reference letter(s) with not older than five (5) years is for similar projects executed with a least 2 complex migrations of applications &amp; databases to AWS.</p> <p>The client completion certificate(s)/reference letter(s) must indicate services rendered in detail such as (Applications &amp; Databases Migration) in AWS and or Microsoft Azure.</p> <p><b>Bidders to ensure that client reference letters are:</b></p> <ul style="list-style-type: none"> <li>• on the client's letterhead</li> <li>• signed by the client representative,</li> <li>• includes the client contact details.</li> <li>• the project must have been completed within the last 5 years</li> </ul> <p style="text-align: center;">OR</p> <p><b>Bidders to ensure that completion certificates include the following details:</b></p> <ul style="list-style-type: none"> <li>• on the client's name</li> <li>• project deliverables.</li> <li>• Client signoff.</li> <li>• the project must have been completed within the last 5 years</li> </ul> <p>Note: If any of the above information is missing, the bidder will be scored zero.</p> <ul style="list-style-type: none"> <li>• 20 points for 3 or more reference letters/completion certificates</li> <li>• 10 points for 2 reference letters/completion certificates</li> <li>• 5 points for 1 reference letter/completion certificate</li> <li>• 0 points for No reference letter/completion certificate</li> </ul> <p><b>Note: RAF may verify the information provided; and if your referee/completion certificate does not confirm the information provided the reference/completion certificate will not be considered."</b></p>	

TECHNICAL/FUNCTIONAL	Weight												
7.2 RESOURCES EXPERIENCE ON CLOUD TECHNOLOGIES	10												
<p>The bidders must provide Resumes of the proposed project team members <b>with minimum NQF level 6 qualifications</b> and experience on similar projects. <b>Resumes are to be limited to one single-sided letter-sized page.</b> Resumes exceeding this limit will not be reviewed.</p> <ol style="list-style-type: none"> <li>1. Senior Project Manager</li> <li>2. Database Administrator</li> <li>3. Senior Tester</li> <li>4. Networking Specialist</li> <li>5. Backup and storage Engineer</li> <li>6. Cyber Security Specialist</li> <li>7. Cloud Architect</li> </ol> <p><b>Bidders are required to submit Resumes with minimum experience, qualifications and certifications for key project resources as defined in Annexure A</b></p> <p><b>NB. A Resume without copies of qualifications and certifications will not be considered.</b></p> <table border="1" data-bbox="235 1144 1162 1612"> <thead> <tr> <th>Resources Experience</th><th>Points</th></tr> </thead> <tbody> <tr> <td>Zero (0) to three (04) years' experience (0 point)</td><td>0</td></tr> <tr> <td>Between five (5) to seven (7) years' experience (1 points)</td><td>2</td></tr> <tr> <td>Between six (6) to ten (10) years' experience (3 points)</td><td>3</td></tr> <tr> <td>More than ten (10) years' experience (4 points)</td><td>4</td></tr> <tr> <td>2 additional points if the Project Manager has more than 15 years' experience</td><td>1</td></tr> </tbody> </table>		Resources Experience	Points	Zero (0) to three (04) years' experience (0 point)	0	Between five (5) to seven (7) years' experience (1 points)	2	Between six (6) to ten (10) years' experience (3 points)	3	More than ten (10) years' experience (4 points)	4	2 additional points if the Project Manager has more than 15 years' experience	1
Resources Experience	Points												
Zero (0) to three (04) years' experience (0 point)	0												
Between five (5) to seven (7) years' experience (1 points)	2												
Between six (6) to ten (10) years' experience (3 points)	3												
More than ten (10) years' experience (4 points)	4												
2 additional points if the Project Manager has more than 15 years' experience	1												

TECHNICAL/FUNCTIONAL		Weight
7.3 PROPOSAL / SOLUTION APPROACH & IMPLEMENTATION PLAN		40
<p>Bidders must provide a detailed proposal on how they will migrate the applications and databases from our data centre to AWS &amp; MS Azure. This is not limited to assessment, set up, migration, training and knowledge transfer and post-go live support over the 5-year period.</p>		
Proposal/Solution approach	Points	
<p>Proposed project approach &amp; methodology, including key elements:</p> <ul style="list-style-type: none"> <li>• Solution design <b>(4 points)</b></li> <li>• Infrastructure/Environment build <b>(4 points)</b></li> <li>• Approach to data migration <b>(4 points)</b></li> <li>• Cyber Security <b>(4 points)</b></li> <li>• Backup &amp; Storage <b>(4 points)</b></li> <li>• Training &amp; Knowledge Transfer <b>(4 points)</b></li> <li>• Other <b>(1 point)</b></li> </ul>	25	
A detailed project implementation plan inclusive of all project activities, resources to be assigned, milestones & contingency plan to manage milestones.	5	
Describe the typical deliverables and documentation to produce as part project i.e. (requirements, design documents and test plans)	5	

Project governance & escalation mechanism	5		
---	---	--	--

### Managed Services & Support Evaluation Criteria

TECHNICAL/FUNCTIONAL	Weight
<b>7.4. COMPANY EXPERIENCE ON CLOUD SUPPORT</b>	<b>20</b>
<p>The bidder is required to provide to provide client reference letter(s) which must indicate services rendered in detail AWS/MS Azure Managed Support.</p> <p><b>Bidders to ensure that client reference letters are:</b></p> <ul style="list-style-type: none"> <li>• on the client's letterhead</li> <li>• signed by the client representative,</li> <li>• includes the client contact details.</li> <li>• the client reference letter must not be older than 5 years.</li> </ul> <p><b>Note: If any of the above information is missing, the bidder will be scored zero.</b></p> <ul style="list-style-type: none"> <li>• <b>20 points</b> for 3 or more reference letters</li> <li>• <b>10 points</b> for 2 reference letters</li> <li>• <b>5 points</b> for 1 reference letter</li> <li>• <b>0 points</b> for No reference letter</li> </ul> <p><b>Note: RAF may verify the information provided; and if your referee does not confirm the information provided the reference will not be considered.</b></p>	

<b>7.5. COST MANAGEMENT</b>	<b>10</b>																
<p>The bidder(s) must have proven track record of setting up competency centre in the multi-cloud environment. The bidder(s) must have the capability to monitor resource usage and costs, making adjustments as needed to control expenses to ensure efficient use of cloud resources.</p> <table border="1" data-bbox="211 533 1195 1249"> <thead> <tr> <th data-bbox="211 533 987 569">Cost Optimization Strategies</th><th data-bbox="987 533 1195 569">Points</th></tr> </thead> <tbody> <tr> <td data-bbox="211 569 987 632"><b>Strategies must indicate:</b></td><td data-bbox="987 569 1195 632"></td></tr> <tr> <td data-bbox="211 632 987 768"> <ul style="list-style-type: none"> <li>• Training plan that includes information on resources required, best practices for cloud management, cost optimization,</li> </ul> </td><td data-bbox="987 632 1195 768">2</td></tr> <tr> <td data-bbox="211 768 987 867"> <ul style="list-style-type: none"> <li>• Setting up the FinOps Framework for financial visibility and decision-making</li> </ul> </td><td data-bbox="987 768 1195 867">2</td></tr> <tr> <td data-bbox="211 867 987 966"> <ul style="list-style-type: none"> <li>• Monitor cloud resources usage and cost approach</li> </ul> </td><td data-bbox="987 867 1195 966">4</td></tr> <tr> <td data-bbox="211 966 987 1064"> <ul style="list-style-type: none"> <li>• Perform regular adjustments to monitor &amp; control cloud resources expenses approach</li> </ul> </td><td data-bbox="987 966 1195 1064">2</td></tr> <tr> <td data-bbox="211 1064 987 1127"> <ul style="list-style-type: none"> <li>• No cost optimization strategies</li> </ul> </td><td data-bbox="987 1064 1195 1127">0</td></tr> <tr> <td colspan="2" data-bbox="211 1127 1195 1249"> <p>The bidder is required to provide a detailed cost optimization strategy in compliance with the above criteria</p> </td></tr> </tbody> </table>		Cost Optimization Strategies	Points	<b>Strategies must indicate:</b>		<ul style="list-style-type: none"> <li>• Training plan that includes information on resources required, best practices for cloud management, cost optimization,</li> </ul>	2	<ul style="list-style-type: none"> <li>• Setting up the FinOps Framework for financial visibility and decision-making</li> </ul>	2	<ul style="list-style-type: none"> <li>• Monitor cloud resources usage and cost approach</li> </ul>	4	<ul style="list-style-type: none"> <li>• Perform regular adjustments to monitor &amp; control cloud resources expenses approach</li> </ul>	2	<ul style="list-style-type: none"> <li>• No cost optimization strategies</li> </ul>	0	<p>The bidder is required to provide a detailed cost optimization strategy in compliance with the above criteria</p>	
Cost Optimization Strategies	Points																
<b>Strategies must indicate:</b>																	
<ul style="list-style-type: none"> <li>• Training plan that includes information on resources required, best practices for cloud management, cost optimization,</li> </ul>	2																
<ul style="list-style-type: none"> <li>• Setting up the FinOps Framework for financial visibility and decision-making</li> </ul>	2																
<ul style="list-style-type: none"> <li>• Monitor cloud resources usage and cost approach</li> </ul>	4																
<ul style="list-style-type: none"> <li>• Perform regular adjustments to monitor &amp; control cloud resources expenses approach</li> </ul>	2																
<ul style="list-style-type: none"> <li>• No cost optimization strategies</li> </ul>	0																
<p>The bidder is required to provide a detailed cost optimization strategy in compliance with the above criteria</p>																	

Only bidders who achieve a minimum score 70 out of 100 points for Technical/Functional Criteria will be considered for Price and Specific Preferential Point Goals.



## PRICE AND SPECIFIC PREFERENTIAL POINT GOALS (PHASE)

The evaluation for Price and Specific Preference Point Goals shall be based on the 80/20 or 90/10 preference point system and points will be allocated as follows:

Evaluation Criteria				Points
1.	<b>Price</b>			<b>80/90</b>
2.	<b>Specific Goals</b>			<b>20/10</b>
	#	Specific Goal	Proof	Points Allocation
	1	South African citizen who had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 200 of 1983) or the Constitution of the Republic of South Africa, 1996. (Minimum 51% ownership or more)	CSD Report	10
	2	Women (Minimum 51% ownership or more)	ID copy / CSD report	8
	3	Persons with disabilities (Minimum 51% ownership or more)	Valid medical certificate issued by an accredited medical practitioner	2
<b>Total</b>				<b>100</b>

## PRICING SCHEDULE

The bidder should quote on required design, setup, implement and migrate data and workloads (applications, systems, databases) from on-premises/private cloud to the respective hyperscale platform(s) (Amazon Web Services (AWS), Microsoft Azure and other).

*The bidder will be required to price on the following:*

Deliverables	Detailed once off Fee (Including Project Management cost & all Service charges)	Cost year 1	Cost year 2	Cost year 3	Cost year 4	Cost year 5
Planning						
Assessment						
Setup						
Implement and Migrate data and workloads (applications, systems, databases) from on-premises/private cloud to the respective hyperscale platform(s) (Amazon Web Services (AWS), Microsoft Azure and other.						
Validation						
Maintenance and Support	N/A					
Total Price (incl. VAT)						

1. Please indicate your total bid price here:

R..... (compulsory)

2. Important: It is mandatory to indicate your total bid price as requested in point 1 above. This price must be the same as the total bid price you submit in your pricing schedule. Should the total bid prices differ, the price indicated in point 1 above shall be considered the correct price.

*NOTE: All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).*



**THE NATIONAL TREASURY**

**Republic of South Africa**



---

**GOVERNMENT PROCUREMENT: GENERAL**

**CONDITIONS OF CONTRACT**

**July 2010**

## **NOTES**

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

## **TABLE OF CLAUSES**

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

## **General Conditions of Contract**

### **1. Definitions**

1. The following terms shall be interpreted as indicated:
  - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 “Day” means calendar day.
  - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
  - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
  - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the



RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

## **2. Application**

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)

## **4. Standards**

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

## **5. Use of contract documents and information; inspection.**

- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

## **6. Patent rights**

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

## **7. Performance security**

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
  - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

## **8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **9. Packing**

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

## **11. Insurance**

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

## **12. Transportation**

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

## **13. Incident al services**

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
  - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
  - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

#### **14. Spare parts**

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### **15. Warranty**

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

**16. Payment**

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

**17. Prices**

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

**18. Contract amendments**

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

**19. Assignment**

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

**20. Subcontracts**

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

**21. Delays in the supplier's performance**

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.5 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.



**24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

**25. Force Majeure**

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination for insolvency**

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

	(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
<b>29. Governin g language</b>	29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
<b>30. Applicabl e law</b>	30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
<b>31. Notices</b>	<p>31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice</p> <p>31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.</p>
<b>32. Taxes and duties</b>	<p>32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.</p> <p>32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.</p> <p>32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.</p>
<b>33. Nation al Industrial Participation (NIP) Programme</b>	<p>33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.</p> <p>34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging</p> <p>34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.</p>
<b>34 Prohibition of Restrictive practices</b>	

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concern

