

TENDER DATA

Project title:	Appointment of Service Providers for the Supply, Delivery, Installation, Commissioning, and Maintenance Support of Industrial Uninterruptible Power Supplies (UPS) on a panel at various Sentech Transmitter sites for 3 years subject to annual performance review.
Bid no:	SENT/058/2025-26

1 **BACKGROUND**

- 1.1 Sentech SOC Ltd ("Sentech") is a Schedule 3B State-Owned Company in terms of the Public Finance Management Act 1 of 1999 (PFMA) and is the largest broadcasting signal distributor in South Africa.
- 1.2 Sentech is a licensed Electronic Communications Network Service provider and operates satellite, television, radio, broadband and digital infrastructure networks.
- 1.3 Sentech currently operates various telecommunication networks for Satellite, Television, Radio, Internet and more. As such, Sentech is a global enabler of broadcasting and digital content IT delivery.

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

Sentech intends to appoint service provider(s) on a panel for the Supply, Delivery, Installation, Commissioning, and Maintenance Support of Industrial Uninterruptible Power Supplies (UPS) with successful bidders. It is imperative to state that Sentech promises no successful bidder any quantum of work.

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

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

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

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

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

Section D: 100kVA plus at Unity power factor

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

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

BIDDERS WILL BE CATEGORIZED BY PROVINCE.

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

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

2 LEGAL FRAMEWORK

This tender is issued in accordance with:

- Section 217 of the Constitution of the Republic of South Africa, 1996
- Public Finance Management Act, 1 of 1999
- Preferential Procurement Policy Framework Act, 5 of 2000
- Preferential Procurement Regulations, 2022
- Broad-Based Black Economic Empowerment Act, 53 of 2003
- National Treasury Regulations and SCM Instructions
- Promotion of Administrative Justice Act, 3 of 2000
- Protection of Personal Information Act, 4 of 2013

3 SUBMISSION OF BIDS AND CLOSING OF BIDS

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

For Attention:

- **HEAD OF SUPPLY CHAIN MANAGEMENT**
 - **BID REFERENCE NO: ##**
 - **TECHNICAL AND FINANCIAL PROPOSALS**
 - **INSERT CLOSING DATE AND TIME**
 - **BIDDER'S NAME AND ADDRESS**
- e) Bidders that combine their Technical Proposal with the Financial Proposal (or any financial information) will be automatically disqualified and not be evaluated further.

- f) The financial proposal will only be opened and evaluated should the technical proposal be found to be responsive, being that the technical proposal has met the minimum technical evaluation criteria that are set out in the Bid Documents.
- g) The Bidders shall insert a table of contents and bind (ring bind or similar method) the proposal documents and verify the page numbers, as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- h) Bidders are required to complete and sign all the returnable documentation (refer to list of returnable documents) and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- i) Late submissions will not be considered.
- j) For online submissions via the e-Tender portal, submission requirements are directed by the system. Bidders must follow instructions in the Bidder's manual.

4. SIGN AND INITIAL

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

Both original signatures and electronic signatures will be accepted.

5. COMPLETION OF BID DOCUMENTS

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

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

6. BID VALIDITY

This Bid shall remain valid for a period of 90 days only. An extension of the Bid validity, if justified in exceptional circumstances, shall be requested in writing from all Bidders before the expiration of the 90-day period.

7. COSTS OF PREPARING THE BID SUBMISSION

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

8. ADMINISTRATIVE RESPONSIVENESS CRITERIA

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

9. **BBBEE CODES AT SENTECH**

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

10. **SUBCONTRACTING AS A CONDITION OF BID**

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

11. **TRANSFORMATION PLAN**

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

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

12. **LOCAL PRODUCTION AND CONTENT**

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

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

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

13. **EVALUATION CRITERIA**

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

OBJECTIVE CRITERIA

14.1 Sentech reserves the right not to award this tender to any Bidder or any of its directors or subcontractors who during the preceding five (5) years –

13.1.1 failed to perform satisfactorily on a previous project with Sentech or any other organ of state; or

13.1.2 wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract.

14.2. Sentech further reserves the right not to award this Tender to any Bidder or any of its directors or subcontractors who have been blacklisted by any organ of state or committed and/or charged in any court of law or similar tribunal or forum with any act of tax non-compliance, fraud, corruption and/or dishonesty of whatsoever nature.

14. AWARD OF BID/S

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

15. ALTERNATIVE/SUBSTITUTE PRODUCTS

In the case of contracts and/or panels, Sentech shall be entitled to consider and accommodate product upgrades during the tenure of the contract and/or panel. Bidders are required to bring all such developments to the attention of Sentech for approval.

16. BRIEFING SESSION

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

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

17. CLARIFICATION

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

18. BID EVALUATION METHOD

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

<p>An 80/20 system will be followed for Technical and Price offer</p>	<p>1. Stage 1 – Administrative Responsiveness Evaluation</p> <p>All the Technical Proposals will be evaluated against the Administrative responsiveness requirements as set out in the list of returnable documents.</p> <p>2. Stage 2 –Technical Evaluation</p> <p><u>Mandatory Evaluation Criteria</u></p> <p>All Proposals that qualify based on the administrative responsiveness requirements will be evaluated against the Mandatory Evaluation Criteria. Bidders must COMPLY TO ALL the Mandatory Evaluation Criteria in order to qualify for further evaluation.</p> <p>Sentech reserves the right to request clarification on any aspect of the tender in line with its policies.</p> <p>3. Stage 3 – Risk Assessment</p> <p>Bidders that have qualified on the basis of achieving the required evaluation score may undergo a further risk assessment and may be disqualified from being evaluated further should the risk assessment so warrant or there are compelling and justifiable reasons to disqualify a bidder. The risk assessment will be based on any identified risks that arise out of the bidder's responses and any other risks that Sentech may identify.</p> <p>4. Stage 4 – Appointment onto the Panel</p> <p>Appointment onto the Panel: Bidders who fully comply with Mandatory criteria and qualify based on the risk assessment can be appointed on to a panel of pre-qualified service providers for a period of three (3) years</p>
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19. **ADMINISTRATIVE RESPONSIVENESS REQUIREMENTS**

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

- Complete and return all documentation stipulated in the LIST OF RETURNABLE DOCUMENTS.
- All correspondence must be in English.
- Bidders must fill in all sections of this document (where applicable).
- **BLACK INK** must be used when completing the Bid documents.
- Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.
- All corrections must be initialled. The use of corrective fluid is strictly prohibited.
- Bidders are required to fill in and sign the Bid Forms and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- Bidders must complete an attendance register at each compulsory site meeting attended.
- Appointment of a Bidder will be subject to signing, declaration and submission of SBD 1, 3.1, 3.2, 3.3, 4, 5, 6.1, and 6.2 depending on applicability.

- Complete and sign the Contract Data.
- Should this be a 2 envelope or 2 stage system, Bidders MUST separate the technical proposal from their financial proposal. The technical and financial proposals must be placed in two separate sealed envelopes.

21. AUTOMATIC DISQUALIFICATION

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

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

22. TECHNICAL RESPONSIVENESS COMPLIANCE

The Technical Evaluation will encompass evaluation of:

- Mandatory Criteria
- Functional / Technical Criteria

23. TECHNICAL EVALUATION CRITERIA

23.1 Mandatory Eligibility Criteria

The follow in criteria are mandatory to ALL BIDDERS:

	Attach evidence	Provide reference page number in your proposal
Mandatory Eligibility Criteria		
1. The bidder must have at least three (3) years' experience in the supply, installation, commissioning, and ongoing support of Uninterrupted Power Supplies (UPS) systems deployed in industrial and/or commercial environments.	<p>Please fully complete Table 1 with information on relevant projects, attach signed commissioning report and attach reference letters or affidavit (<i>i.e., maintenance projects are expressly excluded</i>).</p> <p>For evaluation purposes, the earliest qualifying project submitted will be used to assess the bidder's years of experience (<i>The commissioning date will be used to measure the duration</i>)</p>	

Mandatory Eligibility Criteria	Attach evidence	Provide reference page number in your proposal
2. The electrician doing the installation must be a minimum qualified three-phase installation electrician	Provide a copy of a valid Department of Employment and Labour registration certificate, indicating IE or MIE number or a wireman's license.	
3. The bidder must be currently registered as an electrical contractor with the Department of Employment and Labour.	Provide a valid copy of the Department of Employment and Labour registration, indicating the applicable registration number (e.g., GS, GN, etc)	
4. The bidder must demonstrate prior experience in the supply and installation of UPS systems within industrial and/or commercial electrical installations. Plug-and-play (e.g., socket-connected units) UPS units are expressly excluded. The qualifying projects must have involved full UPS installation works, including, but not limited to, electrical wiring, integration into the existing electrical infrastructure, and associated electrical installations.	Provide contactable references for a minimum of three (3) completed projects. For each project, bidders must complete Table 1 and include the client's name, description of services rendered, contact details, project value, project timelines, and commissioning date for verification purposes.	
5. The bidder must be accredited for supply, installation, and support, and have a direct relationship/agreement with the Original Equipment Manufacturer (OEM) or Distributor. e.g., The Supplier shall have a relationship with the Distributor as a minimum requirement. If the Bidder is a Distributor, they shall have a relationship with OEM.	Attach a valid copy of the accreditation letter, Memorandum of Understanding (MOU), or agreement as proof of authorisation. The document must be on the official letterhead of the distributor or OEM and bear an authorised signature and/or company stamp.	

6. The following international standards for UPS that need to be complied with are as follows: <ul style="list-style-type: none"> • SANS/IEC 62040-1: Latest edition - UPS SAFETY REQUIREMENTS • SANS/IEC 62040-2: Latest edition - UPS ELECTROMAGNETIC COMPATIBILITY REQUIREMENTS • SANS/IEC 62040-3: Latest edition - UPS METHODS OF SPECIFYING PERFORMANCE & TEST REQUIREMENTS • SANS/IEC 62040-4: Latest edition - UPS ENVIRONMENTAL ASPECTS 	A signed letter of commitment on company letterhead <i>(Note: All the relevant regulatory standards should be explicitly mentioned in the letter)</i>	
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NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.

23.2 Technical Specifications : For information purposes only

Bidders are encouraged to attach specification documents for the type and make of UPS they are going to supply.

Technical Specifications		Bidders' UPS information (Information on the various UPS to be provided)
Actual full load rating:	<ul style="list-style-type: none"> • 3kVA - 20kVA at Unity power factor • 20kVA - 40kVA at Unity power factor • 40kVA - 80kVA at Unity power factor • 100kVA plus at Unity power factor 	
Required full load rating:	<ul style="list-style-type: none"> • 3kVA - 20kVA at Unity power factor • 20kVA - 40kVA at Unity power factor • 40kVA - 80kVA at Unity power factor • 100kVA plus at Unity power factor 	
Required battery back-up (at required full load rating)	15mins at full load	
Battery type	VRLA	
Input		
Voltage	<ul style="list-style-type: none"> • Single phase three wire 230V +/- 20% without discharging battery for 3kVA – 20kVA UPS • Three-phase four wire 400 V +/- 20% without discharging battery for larger UPS 	
Frequency	50 Hz ±10% without discharging battery	
Power walk in	The rectifier shall power up from 0 to 100% over a period of 120 seconds to prevent inrush currents overloading the UPS supply circuit.	

Harmonic distortion	The 12 pulse UPS rectifier shall cause a mains input current harmonic distortion of less than 3%.	
Output		
Voltage	<ul style="list-style-type: none"> Single phase three wire 230V +/- 20% without discharging battery for 3kVA – 20kVA UPS Three-phase four wire 400 V +/- 20% without discharging battery for larger UPS 	
Frequency	Synchronized to mains, or ± 0.1 % when internally generated	
Power factor	The inverter shall be rated to supply its rated capacity between 0.8 lagging and 0.9 leading power factors without de rating	
Unbalanced load	100% unbalanced load capability, with a phase voltage dissymmetry of no more than 3% and a phase shift of no more than 2 degrees electrical.	
Load step	The UPS shall withstand a 100% load step, with a voltage stability of +/- 5%, and a recovery to within 1% of nominal voltage within 10 milliseconds	
Crest factor	3: 1	
Linear loads	<2% maximum	
Non-linear loads	<5% maximum	
Overload capability	<ul style="list-style-type: none"> 110 % for 60 minutes 125% for 10 minutes 150% for 60 seconds 	
Regulation	± 3 % for 100% load change	
Overall efficiency at rated load	Better than 93%	
Metering panel	Required	
Mimic panel	Required	
The following LED status information must be available from the front mimic panel	<ul style="list-style-type: none"> Rectifier input power status Inverter output power status Bypass power status Battery status 	
Audible alarm:	An alarm shall sound for all conditions which occur which are not part of normal operation status	
Customizing and adjustments via LCD display:	<ul style="list-style-type: none"> Bypass voltage and frequency limits adjustment Rated output voltage RS232 Modem interface Battery settings Pre alarms 	
Event history	All events including voltages and currents shall be recorded for pre-fault analysis	

Communication interfaces	<ul style="list-style-type: none"> Window based Must be an SNMP card Allows management of UPS via network management system or browser 	
BYPASS	Go automatic in bypass mode when faulty, by using raw input mains rather than batteries to energise the control thereof.	
MANUAL BYPASS	An additional external manual bypass switch of SANS 0142 standard must be provided to bypass the complete ups system during an emergency	

24. Risk assessment

All bids that pass the technical evaluation in 23.1 will undergo a risk assessment based on the following framework:

Criteria	Comments
e.g. Dishonesty in information presented	
Any additional information received from past references	
Financially and operational sustainability of the Bidder	

NB: Sentech may disqualify Bidders based on the outcome of the risk assessment.

25. Evaluation of Price and Preference

This Bid will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000). Accordingly, either the 80/20 or 90/10 preference point system will apply and the highest acceptable Bid will be used to determine the applicable preference point system.

26. Preference Point allocation – 80/20 or 90/10

Price / Preference	Weighting (80/20)	Weighting (90/10)
Preference:	20	10
Price:	80	90
Total must equal:	100	100

Sentech will award preference points according to the following table:

Goal	Points (80/20)	Points (90/10)	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	10	5	A valid BBBEE Certificate showing at least 51% black ownership
	5	3	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	3	2	Black owned company showing at least 5 – 25% black ownership
	0	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	4	A valid BBBEE Certificate showing at least 51% women ownership
	4	2	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership
	2	1	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	1	A doctor's note confirming disability or confirmation of disability from the Department of labour (EEA1 form) or equivalent
Total Points	20	10	

27. Price Calculation 80/20

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

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

Where:

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

28. Price Calculation 90/10

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

$$P_s = 90 \left[\frac{1 - (P_t - P_{min})}{P_{min}} \right]$$

Where:

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

29. Declaration of Authority

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

Name of Bidder	Signature	Date	Designation

TABLE 1: REFERENCES

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

Customer		Service Provided	Contact Person and Contact tel. no. ^a	Project Value.	Contractual commencement date	Contractual completion date	Commissioning date <i>(Compulsory)</i>
1							
2							
3							
4							
5							
6							

Customer		Service Provided	Contact Person and Contact tel. no. ^a	Project Value.	Contractual commencement date	Contractual completion date	Commissioning date (<i>Compulsory</i>)
7							
8							
9							
10							

Name of Tenderer	Signature	Date