



merSETA
MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

SCOPE OF WORK FOR THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE GPS TRACKING DEVICES AND SERVICES

1. BACKGROUND

The merSETA in the Manufacturing Engineering and Related Services Education and Training Authority established promote the skills Development Act, (Act 97 of 1998). It facilitates skills Development in the following sub sectors: metal, automotive manufacturing, retail motor and component manufacturing, new tyre manufacturing and plastics manufacturing.



2. OBJECTIVE

The primary objective of the request is for a service provider to provide GPS tracking devices and services to the organization from the date of signature to 31 March 2030. **The merSETA, has field workers that requires tracking devices for the purpose of recording business trips that are undertaken while conducting merSETA work. This will assist with processing their travel claims in line with payroll cutoff times on monthly basis.**

Number of Field workers = 60

Additional Spare Devices= 10 (To serve as reserve to ensure business continuity should field workers resign as the device can only be used and registered under one user for its lifecycle)

3. PROJECT PERIOD

From the date of award acceptance signature to 31 March 2030.

4. SCOPE OF PROJECT

The GPS tracking system should be able to provide the following:

To provide the device that carries the following functions:

- Provide a device that will be compatible with the car dashboard.
- Provide a device that will have ability to track the GPS Point of the vehicle.
- Provide a device that will be able to record trip kilometers travelled and extract accurate trip reports.
- Provide a device that will be compatible with all windows and downloading Apps.
- Provide a device that enables the system administrator to monitor and download trip reports on excel spreadsheet.
- Provide support throughout the contract duration.
- The service provider must provide onboarding online training to all users for two consecutive Fridays in successions after date of



appointment, thereafter, provide additional two trainings sessions per year until duration of the contract.

- The service provider must provide 24/7 online support to all users.

4.1 Demonstration evaluation:

- Service providers will be required to demonstrate their system functionality physically prior to awarding the contract at the head office (Prior arrangements will be made with service providers)
- Service providers will be evaluated based on the criterion below:

Criteria	Comply	Not comply
Devices comply with all technical specifications		

4.2 Pricing Schedule

Description	Unit Price (R)	Total Price (R)
Devices purchase and Installation	R	R
Monthly Subscription and Support	R	R
Training	R	R
Total Price (Incl. VAT) where applicable	R	