

Annexure A - Mandatory system requirements

Please confirm if your solution adheres to the following mandatory requirements

Mandatory system requirements	Yes	No
Access level control preferably through active directory		
POPIA compliant		
All transactions must have audit trail for compliance		
All documents must be version controlled		
Solution must integrate to active directory		
System must be able to archive historical information as required by SANAS		
Export reports to Microsoft Word, Excel & Adobe PDF.		
Reporting must be easily accessible and customised by the HR team, therefore, Information must be available to create BI reports / dashboard		
All automated workflows mentioned above must be easy to modify as our business requirements change		
Full Audit trail of all processes		
Provide system support as and when required		
Provide system upgrades when required		
Access to 2 HR users will use the system		
unlimited Job grading and Job evaluations must be accessible and done on demand		
Can the solution be implemented on premises and not in the cloud, we therefore request the server requirement / specifications be included in the proposal <ul style="list-style-type: none"> The solution must run on a Hyper- V Virtual machine on Serverv2016 Database base engine must run on SQL standard server 2016 		
Licencing fees must include software assurance, upgrades, support, and maintenance		
Details project plan must accompany the proposal detailing timescale and both the bidders and SANAS resource allocation		

This table must be filed in and submitted with the bidders proposal