

SASSA: 80-23-ICT-FS

INVITATION TO BID

THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FROM POTENTIAL SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF ICT INFRASTRUCTURE DEPLOYMENT FOR SENEKAL, JAGERSFONTEING, LADYBRAND AND TWEESPRUIT.

PROPOSALS MUST BE DEPOSITED IN THE BID HELD BOX SITUATED AT:

: SASSA House Iustitia Building (Ground Floor),
Cnr St Andrews and Aliwal Street,
Bloemfontein
9300

Date of publication : 20 November 2023
CLOSING DATE : 11 December 2023
TIME : 11:00

COMPULSORY SITE BRIEFING

SITE	BRIEFING DATE	BRIEFING TIME	LOCATION
TWEESPRUIT	27/11/2023	09:00am	Old SAPS Building, Borwa, 9970
LADYBRAND	27/11/2023	11:00am	Old Mercedes Benz Building, Ladybrand
SENEKAL	28/11/2023	12:00pm	2609 John Stone Street, Senekal, 9600
JAGERSFONTEIN	29/11/2023	10:30am	2330 Itumeleng Township, Jagersfontein

TECHNICAL ENQUIRIES CAN BE DIRECTED TO:

CONTACT : Mr Robert Matlhoko – 051 410 8522
Email: RobertMa@sassa.gov.za

SUPPLY CHAIN MANANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

CONTACT : Ms Bomikazi Tambodala – 051 410 8417
Email: BomikaziT@sassa.gov.za

WHERE DOCUMENTS BID CAN BE OBTAINED:

<https://etenders.treasury.gov.za>
<https://etenders.treasury.gov.za/>
<http://www.sassa.gov.za>

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South African Social Security Agency
Limpopo Region

43 Landros Mare Street • Polokwane 0699
Private Bag X9677 • Polokwane 0700
Tel: +27 15 291 7400 • Fax: +27 15 291 7996
www.sassa.gov.za



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at the right time and place. NJALO!*

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN SOCIAL SECURITY AGENCY					
BID NUMBER:	SASSA: 80-23-ICT-FS	CLOSING DATE:	11 DECEMBER 2023	CLOSING TIME:	11:00
DESCRIPTION	THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FROM POTENTIAL SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF ICT INFRASTRUCTURE DEPLOYMENT FOR SENEKAL, JAGERSFONTEING, LADYBRAND AND TWEESPRUIT				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
SASSA HOUSE FREE STATE REGIONAL OFFICE, IUSTITIA BUILDING, GROUND FLOOR, CNR ST ANDREWS AND ALIWAL STREET, BLOEMFONTEIN					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MS BOMIKAZI TAMBODALA		CONTACT PERSON	MR ROBERT MATLHOLO	
TELEPHONE NUMBER	051 410 8417		TELEPHONE NUMBER	051 410 8522	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	BomikaziT@sassa.gov.za		E-MAIL ADDRESS	RobertMa@sassa.gov.za	
SUPPLIER INFORMATION					
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-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
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]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> 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

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
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. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
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 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)

C. E:

.....

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

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: **SASSA: 80-23-ICT-FS**

Closing Time **11:00**

Closing date: **11 DECEMBER 2023**

OFFER TO BE VALID FOR...**90**...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

- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "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

STANDARD BIDDING DOCUMENT (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1** 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.
- 1.2** 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 interest¹ 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.

¹ 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.

[illegible]

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STANDARD BIDDING DOCUMENT (SBD) 4

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:

.....

.....

.....

.....

.....

.....

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;

STANDARD BIDDING DOCUMENT (SBD) 4

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 consortium² 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 to the Competition Commission for

² 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.

STANDARD BIDDING DOCUMENT (SBD) 4

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

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**

a) The applicable preference point system for this tender is the 80/20 preference point system.

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	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{\min} = 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:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ P_s = 80 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = 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.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (Non-Compliant)	0	

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

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:

.....

.....

.....

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp at no cost.

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

3. Does any portion of the goods or services offered have any imported content?
(Tick applicable box)

3..1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

2

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.SASSA: 80-23-ICT-FS.....

ISSUED BY: (Procurement Authority / Name of Institution):

.....**SASSA**.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.isp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	90%
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.
The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Local Content Declaration - Summary Schedule

Note: VAT to be excluded from all calculations

Tender No.			
Tender description:			
Designated product(s)			
Tender Authority:			
Tendering Entity name:			
Tender Exchange Rate:		EU	GBP
Specified local content %			

Note: VAT to be excluded from all calculations

[illegible]

Signature of tenderer from Annex B

Date: _____

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1)	Tender No.	
(D2)	Tender description:	
(D3)	Designated Products:	
(D4)	Tender Authority:	
(D5)	Tendering Entity name:	
(D6)	Tender Exchange Rate:	Pula

Note: VAT to be excluded from all calculations

EUR	R 9.00	GBP	R 12.00
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A. Exempted imported content

A. Exempted imported content				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted Imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
									(D19) Total exempt imported value		P

(D19) Total exempt imported value	R 0
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This total must correspond with
Annex C - C 21

B. Imported directly by the Tenderer

[illegible]

(D32) Total imported value by tenderer	R 0
----------------------------------------	-----

C. Imported by a 3rd party and supplied to the Tenderer

[illegible]

(D45) Total imported value by 3rd party	R 0
-----------------------------------------	-----

D. Other foreign currency payments

D. Other foreign currency payments			Calculation of foreign currency payments		Summary of payments
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

This total must correspond with
Annex C - C 23

Signature of tenderer from Annex B

Date: _____

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

Note: VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			R 0

(E10) **Manpower costs** (Tenderer's manpower cost) R 0

(E11) **Factory overheads** (Rental, depreciation & amortisation, utility costs, consumables etc.) R 0

(E12) **Administration overheads and mark-up** (Marketing, insurance, financing, interest etc.) R 0

(E13) **Total local content** R 0

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date:

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .

2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

CONTRACT FORM - RENDERING OF SERVICES**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

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
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6. Patent rights
7. Performance security
8. Inspections, tests and analysis
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10. Delivery and documents
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27. Settlement of disputes
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30. Applicable law
31. Notices
32. Taxes and duties
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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 any thing 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
- 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**
- 7.1 Within thirty (30) days of receipt of the notification of contract award,

security

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. Incidental 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 supplies or services from a national department, provincial department, or a local authority.
- 21.4 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.

21.5 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.

21.6 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.

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.
- 29. Governing language** 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.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 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
- 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.
- 32. Taxes and duties** 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.
- 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.
- 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.
- 33. National Industrial Participation (NIP) Programme** 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.
- 34. Prohibition of Restrictive practices** 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).
- 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.

- 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) concerned.

Js General Conditions of Contract (revised July 2010)



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

**TERMS OF REFERENCE FOR THE SUPPLY
AND DELIVERY OF ICT INFRASTRUCTURE
DEPLOYMENT FOR THE FOLLOWING
OFFICES: SENEKAL, JAGERSFONTEIN,
LADYBRAND AND TWEESPRUIT**

R.O.M. M.E.T

Bidder Initials

1. OBJECTIVE

To ensure that all offices have ICT infrastructure for effective service delivery.

2. BACKGROUND

Some of SASSA local offices do not have adequate ICT network infrastructure that comply with the SASSA ICT norms and standard. The staff resort to utilise makeshift mechanisms to connect to the network infrastructure for network services in order to provide crucial social services to the grant beneficiaries. This situation exposes the local offices to life hazards and at times staff complain about the risk that beneficiaries are exposed to when they are being serviced.

In other instances Department of Labour intervene by issuing occupational health and safety non-compliance notices which sometimes threaten the Agency with closure of the local office if the situations are not adequately addressed.

Admittedly, ICT in the region conducted the site assessment and determined the areas that need intervention through ICT Network Infrastructure refurbishment or upgrade and new installations.

It is for these reasons that the need to rollout ICT Infrastructure to the local offices which struggle with compliance with occupational health and safety must be prioritized in this financial year 2023/24. However, the proposal was made to management requesting budget to be made available for the financial year 2023/24 so as the network services could be established for the local offices that need them most.

3. Evaluation Criteria

The bid proposals shall be evaluated in accordance with the 80/20 preference point system as prescribed in the Preferential Procurement Regulation of 2022. The evaluation process comprises of the following evaluation phases:

- Phase 1 – Administrative compliance
- Phase 2 – Functionality Criteria
- Phase 3 – Price and preference points

PHASE 1: ADMINISTRATION COMPLIANCE

During this phase, bids will be reviewed to determine compliance with all standard-bidding documents and a duly authorized representative must sign such documents.

Phase One - Administrative Compliance

- Compliant Central Supplier Database report
 - Potential bidder must be active

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21/10/23
M.D.

Bidder Initials

Phase One - Administrative Compliance

- Potential bidder must not be restricted
- Bank verification status must be active
- Potential bidder's Tax Status must be compliant
- Potential bidder must not be a State employee
- Potential bidder must not be a tender defaulter
- Original of Certified copies of all directors/trustees/shareholders/members Identity documents not older than 6 months.
- Completion of SBD Forms
 - SBD 1
 - SBD 3.1
 - SBD 4
 - SBD 6.1 must be fully completed for claiming of preference points, a failure of which will result in points not being awarded.
 - Valid B-BBEE Status Level verification Certificate or certified copies thereof/ Sworn Affidavit signed by the Commissioner of Oaths must be submitted together with their bids, to substantiate their B-BBEE rating claims. In case of a trust, consortium or joint venture, a consolidated B-BBEE Status Level Verification Certificate must be submitted. Affidavits may only be commissioned by a person designated as a Commissioner of Oaths in terms of Section 6 of the Justices of the Peace and Commissioners of Oaths Act, 1963 - 10 July 1998.
 - SBD 6.2 + Annexure C, D & E
 - Local Content threshold to be adhered which is 90% for electrical and telecommunication cables. Bidders to fully complete SBD 6.2 with applicable Annexure C, D & E
- **A compulsory attendance of the briefing session on site**
- Bidders must submit their quotations on the company letterhead, dated and signed.

PHASE 2: FUNCTIONALITY CRITERIA

Bidders that qualifies during the administrative criteria will be evaluated on functionality.

At this phase, the evaluation process will be based on the bidder's responses in respect of the bid proposal (evaluated on the minimum functional terms of reference).

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Bidder Initials

Bid proposals will be evaluated on a scale of **0-5** in accordance with the criteria below.

The rating will be as follows; **0= Very Poor; 1 = Poor; 2 = Average; 3 = Good; 4 = Very Good and 5 = Excellent**

PHASE 2: FUNCTIONALITY CRITERIA	Rating						Weight	Total
	0	1	2	3	4	5		
1. Experience (Reference letter from previous and current projects) <ul style="list-style-type: none"> Value of one highest project or multiple projects running concurrently in the previous and current financial years relating to supply, deliver, installations and configurations of switches and UPS will be allocated the following points: <ul style="list-style-type: none"> No Submission = 0 R0 to R500 000 = 1 R 500 001 to R2 000 000 = 2 R2 000 001 to R3 000 000 = 3 R3 000 001 to R4 000 000 = 4 R4 000 001 and above = 5 							20	
2. Knowledge in Information Communication and Technology Infrastructure deployment. <ul style="list-style-type: none"> Profile of the company detailing number of years in business in the Infrastructure deployment will be allocated the following points: <ul style="list-style-type: none"> No Submission = 0 0 to 2 year = 1 3 to 4 years = 2 5 to 6 years = 3 7 to 8 years = 4 9 years and above = 5 							35	
3. Capability and capacity (Certificate by an Association Accrediting Networking and Electrical work)							25	

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Bidder Initials

<ul style="list-style-type: none"> ○ Provide an accredited certificate and CV of an engineer for configuration of Switches, UPS and electrical components. ○ Years of experience of engineer(s) of configuration of switches, UPS, Cabling, installations of related network and electrical components <p> No Submission = 0 0 to 2 year experience = 1 3 to 4 years' experience = 2 5 to 6 years' experience = 3 7 to 8 years' experience = 4 9 and above years = 5 </p>								
4. Project Implementation Plan. The Project Implementation Plan must include, but not limited to the following: <ul style="list-style-type: none"> ○ Activities during Pre-Project Implementation Phase 3 points ○ Activities during Project Implementation Phase 3 points ○ Activities during Project Close-Out Phase 3 points ○ Tools for the execution of tasks (e.g. daily schedules) 3 points ○ Maintenance of Equipment and ensuring adequate supply of all material 3 points ○ Monitoring of the Project 5 points 							20	
Total							100	

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Bidder Initials

NB: Bidders must score a minimum of 70 points on functionality. Bidders who score less than 70 points for functionality shall not be subjected to further evaluation.

PHASE 3: PRICE AND BBBEE STATUS LEVEL CONTRIBUTION

Preference points claimed by bidders will be calculated and added to the points scored for price.

In terms of regulation 5 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be adjudicated by the state on 80/20 preference point for Broad Based Black Economic Empowerment in terms of which points are awarded to the bidders on the basis of:

- The bidder price (maximum 80 points)
- Broad Based Black Economic Empowerment as well as specific goals (Maximum of 20 points)

The following formula will be used to calculate the points for the price in respect of bidders with Rand value up to R 50 000 000:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

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

Calculating of points for B-BBEE status level of contribution

Points will be awarded to a bidder for attaining the B-BBEE status level contribution in accordance with the table below:

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

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Bidder Initials

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (Non-Compliant)	0	

- **NB: Failure to submit Original and valid B-BBEE Status level Verification Certificates or certified Copies thereof/Sworn Affidavit signed by the Commissioner of Oaths will be interpreted to mean that preference points for BBBEE status level of contribution are not claimed.**
- **Proof of Medical report from a registered Medical Practitioner confirming disability status when claiming points based on disability.**

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Bidder Initials

5. TECHNICAL SPECIFICATION

Specification for Senekal – Annexure A
Specification for Jagersfontein - Annexure B
Specification for Ladybrand – Annexure C
Specification for Tweespruit – Annexure D

6. PROJECT CO-ORDINATION ARRANGEMENTS

The Information Communication and Technology Unit, based at SASSA Free State House shall be responsible for the coordination of this project. The physical address is as follows:

Free State Regional Office

Iustitia Building
Corner St Andrew and Aliwal Street
Bloemfontein
9300

7. ENQUIRIES

Technical enquiries may be directed to:

Project Manager

- Name & Surname Mr. Robert Matlhoko
- E-mail Address RobertMa@sassa.gov.za
- Contact (051) 410 8522

Supply Chain Management

- Name & Surname Ms. Bomikazi Tambodala
- E-mail Address BomikaziT@sassa.gov.za
- Contact (051) 410 8417

OR

- Name & Surname Ms. Gift Ziyeka
- E-mail Address giftz@sassa.gov.za
- Contact (051) 410 8407

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sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

*[paying the right social grant, to the right person,
at the right time and place. N/A LO!]*

SASSA FREE STATE ICT SPECIFICATIONS

FS Jagersfontein LO ICT INFRASTRUCTURE DEPLOYMENT

m.e.t

Document Number : 181025FS
Contact Person : Breadwin Makgetla
Contact Number : 051 410 8422

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SECTION 1 – GENERAL INFORMATION

1. Purpose of the Specification

The purpose of this Specification is to invite qualified Service Providers to submit a firm, fixed price proposal for the **FS JAGERSFONTEIN LO INFRASTRUCTURE DEPLOYMENT**.

2. Document Outline

Governance of the Procurement Process resides with the SASSA Free State Supply Chain Management Unit (SCM). Compliance to this Specification is contained in the **Invitation to Bid** and potential bidders are urged to ensure full compliance to the requirements to ensure a valid Bid is submitted.

This **Specification Document** is meant to:

- Provide General Information to the Bidder in support of submitting a valid Bid
- Provide the Specifications in terms of the ICT Requirement
- Provide an abstract of the current SASSA Standards that the Bidder can use to better understand the ICT expectation and thus quote accordingly

SASSA Free State shall, in the context of this document, also be referred to as the **Agency**.

3. Bid Enquiries

All enquiries, questions and requests for clarification that may arise in relation to this Bid is to be done in writing and addressed to the **SASSA SCM** contact person listed in the **Invitation to Bid**

It is important to note that all Queries/Questions need to:

- Ensure that you add the Bid Ref# in the Subject Line of your e-mail
- The companies name, contact and telephone number is clearly stated
- The queries/questions is clear and concise
- Where applicable, reference be made to specific points within this Bid
- All queries/questions to be made before the Closing date and time as stated in the **Invitation to Bid**. It should also allow for reasonable time for SASSA to respond to such queries/question. Submitting of queries/questions on the date of Closure will not result in the extension of the Bid closing date and time

4. Briefing Session

A compulsory site briefing is required. Thus, failure to attend a stipulated compulsory site briefing will result in immediate disqualification of a Bidder. The date for the compulsory site briefing will be determined in the bid document.

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5. Site Details

5.1. Destination Address

2330 Itumeleng,
Jagersfontein
Free State

6. Submission of Bids

6.1. All responses must be sealed and clearly marked as follows:

Name of Bidder
Bid Ref#

6.2. Responses must be addressed as follows:

Iustitia Building
Cnr Saint Andrew and Aliwal Street
CBD
Bloemfontein
Free State

6.3. Responses to be directly inserted into the **Tender Box** located at the above mentioned office.

The Agency shall not be held accountable, nor will it consider any entries where Bid Documents were not directly inserted into the **Tender Box** before the closing date and time, instead it was handed over to an individual.

7. Exchange Rate

To ensure fairness in respect to pricing of items that are linked to the Rand/Dollar Exchange Rate, the Rand/Dollar Exchange Rate on the day of the Compulsory Site Briefing will be stated by SASSA SCM and adopted by Bidders present. All Bidders must adhere to this terms of reference by stating the exchange rate used in compiling their Bid.

Where it is found that the Quoted Exchange Rate has substantially increased to the point that it negatively impacts the successful Bidder, then successful bidder will be required to, in writing within 7 business days of receiving a Purchase Order, provide the Agency with an amended Quotation listing the Quoted Exchange Rate versus the Exchange Rate on date of issued Purchase Order. Only items identified as being linked to the Exchange Rate may be permitted.

8. Confidentiality

The Bidder, its offices, agents, employees and consultants shall hold in confidence any information and /or materials identified as proprietary and/or confidential to the Agency or to any third party to which the Bidder may have access to in the course of performing its obligations in terms of this Bid. The Bidder shall not disclose or authorise disclosure to others, or use for its own benefit, such confidential information and/or materials without the express written consent of the Agency or the affected third party owner.

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SECTION 2 – DETAILED SPECIFICATIONS AND REQUIREMENT

9. Supply of Hardware and/or Software

LAN – EDGE SWITCH SPECIFICATIONS		
Description	Part Number	Quantity
Aruba 6200F 24G Class4 PoE 4SFP+ 370W Switch	JL725B	02
Aruba 3Y FC NBD Exch 6200F 24G CL4 4SFP+ 370W SVC [for JL725B]	H73P0E	02
Aruba 10G SFP+ to SFP+ 3m DAC Cable	J9283D	01

10. Supply of Data and Electrical Services

Data and Electrical Infrastructure	
Description	Qty
Data Cabling	
Network Points	27
Dual o line trunking (Not on movable assets)	
24-Port POE 100/1000Mb Clearline Surge Protector	02
IPP Patch Panels	02
Brush Panels	06
24U Cabinet with fans and profiles 1m deep with 2 shelf and 2 x 5-way metal PDU	01
Electrical Cabling	
APC 5kVA UPS, managed and rack mounted with 3 year warranty	01
3 years warranty on UPS	01
Hubble plug for UPS	01
Earth Bar and Spike	01
Power Surge to be installed in a cabinet	01

11. Supply of Professional Services

- Service Provider needs to Supply, Install and Configure the Equipment as per Section 9 and 10 of this Document.
- The UPS needs to be commissioned with the Management Port fully configured. SASSA ICT will provide the IP Address.
- ICT Standards as stated within this Document to apply.

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SECTION 3 – STANDARDS REFERENCE

12. Warranty / Licences

All warranty(s) and/or licence(s) procured by the Service Provider on behalf of the Agency shall be under the name of **SASSA Free State Regional Office**.

13. Data Cabling

- The Agency's Cabling Standard is Krone CAT5 E
- The Bidder is expected to provide all required Patch Panel(s) and all required Accessories to meet the Network Point Requirement as stated above as well as other Network Devices
- Each Patch Panel, Server and/or Network Infrastructure Equipment to be separated by a **6 x Brush Panel**
- **2 x 24 Port** fully populated Krone Patch Panel
- All Patch Leads, inclusive of Fibre Leads, **48 x Patch Panel** leads from the cabinet to the Switch(s) are to be numbered on either end to ensure that it can be easily traced. These cables are to be **Grey** in colour unless stated otherwise.
- All Network Points are to include a **Grey 5M Fly** lead, the length to ensure connectivity without creating a safety hazard.
- **All Network Points are to be labelled in a format that makes it easy to identify and trace back to point of origin.**
- **A complete Cabling Diagram needs to be provided by the Bidder in a MS Visio format to SASSA after completion of the project.**

14. Electrical Cabling

- UPS to be connected properly to provide dedicated power to the cabinet and needs to support all the devices in the cabinet. UPS to be enabled for management over the network.
- **The Service Provider must provide Certificate of Completion and Certificate of Compliance for Electrical equipment and services to SASSA after installations of all electrical components.**

15. Network Infrastructure Device Configuration

- The Bidder is required to configure all Network Infrastructure Devices as defined in this Bid under Section 2 to the Agency Standards. Such Standards will be provided to the successful Bidder prior to the commencement of any work and is inclusive of:
 - Naming Convention
 - Security Configuration
 - Protocol Configuration
 - VLAN Configuration
- The Agency will define and provide all required IP Address Range(s) and VLAN(s)
- All Usernames and Passwords for each Network Infrastructure Device needs to be electronically submitted to the Agency.
- The Bidder is required to provide Documentation in an electronic format that includes all Configurations, User Names and Passwords.

16. General Specifications

- The Bidder will, as part of this Bid, provide a **three (3) months workmanship** warranty where the Bidder will be liable to remedy any identified **poor workmanship** or faulty points at **no cost** to the Agency. This to be completed within **15 working days** of being notified
- The Documentation listed **above from section 12 – 15** will form part of the **Portfolio of Evidence** and be attached to the **Project Closure** Section as per the Statement of Work. Only once this has been signed may the Bidder Invoice for the final payment schedule.
- Any work that may be identified by the Bidder in the course of implementing the Scope of Work as identified in this Bid, may be brought to the attention of the Agency in writing along with a Quotation for approval before commencement of the work by the bidder. At **NO** point may the Bidder implement such changes that have an associated cost without written approval from the Agency.

SECTION 4 – APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official

Name of Representative :

Designation :

Signature :

Date :

ROBERT MATHEU/R
 JNR MANAGER
 [Signature]
 10/11/2023

M-ET



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

[*paying the right social grant, to the right person,
at the right time and place. N/A LO!*]

SASSA FREE STATE ICT SPECIFICATIONS

FS Ladybrand LO ICT INFRASTRUCTURE DEPLOYMENT

m.e.t

Document Number : 181025FS
Contact Person : Breadwin Makgetla
Contact Number : 051 410 8422

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M.G.T.

SECTION 1 – GENERAL INFORMATION

1. Purpose of the Specification

The purpose of this Specification is to invite qualified Service Providers to submit a firm, fixed price proposal for the **FS LADYBRAND LO ICT INFRASTRUCTURE DEPLOYMENT**.

2. Document Outline

Governance of the Procurement Process resides with the SASSA Free State Supply Chain Management Unit (SCM). Compliance to this Specification is contained in the ***Invitation to Bid*** and potential bidders are urged to ensure full compliance to the requirements to ensure a valid Bid is submitted.

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4. Briefing Session

A compulsory site briefing is required. Thus, failure to attend a stipulated compulsory site briefing will result in immediate disqualification of a Bidder. The date for the compulsory site briefing will be determined in the bid document.

5. Site Details

5.1. Destination Address

2104 Mamatleng drive,
Mantatseng,
Ladybrand
Free State

6. Submission of Bids

6.1. All responses must be sealed and clearly marked as follows:

Name of Bidder

Bid Ref#

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Aruba 3Y FC NBD Exch 6200F 24G CL4 4SFP+ 370W SVC [for JL725B]	H73P0E	01

10. Supply of Data and Electrical Services

Data and Electrical Infrastructure	
Description	Qty
Data Cabling	
Network Points	15
Dual o line trunking (Not on movable assets)	
24-Port POE 100/1000Mb Clearline Surge Protector	01
IPP Patch Panels	01
Brush Panels	03
24U Cabinet with fans and profiles, 1m deep, 2 shelves and 2 x 5-way metal PDU	01
Electrical Cabling	
APC 5kva UPS, managed and rack mounted	01
3 years warranty on UPS	01
Hubble plug for UPS	01
Earth Bar and Spike	01
Power Surge to be installed in a cabinet	01

11. Supply of Professional Services

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- The Bidder is required to provide Documentation in an electronic format that includes all Configurations, User Names and Passwords.

16. General Specifications

- The Bidder will, as part of this Bid, provide a **three (3) months workmanship** warranty where the Bidder will be liable to remedy any identified **poor workmanship** or faulty points at **no cost** to the Agency. This to be completed within **15 working days** of being notified
- The Documentation listed **above from section 12 – 15** will form part of the **Portfolio of Evidence** and be attached to the **Project Closure** Section as per the Statement of Work. Only once this has been signed may the Bidder Invoice for the final payment schedule.
- Any work that may be identified by the Bidder in the course of implementing the Scope of Work as identified in this Bid, may be brought to the attention of the Agency in writing along with a Quotation for approval before commencement of the work by the bidder. At **NO** point may the Bidder implement such changes that have an associated cost without written approval from the Agency.

SECTION 4 – APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official

Name of Representative :

Designation :

Signature :

Date :

ROBERT MATWALE
SAR MANASA
10/11/2023

M.E.T.



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

[*paying the right social grant, to the right person,
at the right time and place. N!ALO!*]

SASSA FREE STATE ICT SPECIFICATIONS

FS Senekal LO ICT INFRASTRUCTURE DEPLOYMENT

M.E.T

Document Number : 181025FS
Contact Person : Breadwin Makgetla
Contact Number : 051 410 8422

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SECTION 1 – GENERAL INFORMATION

1. Purpose of the Specification

The purpose of this Specification is to invite qualified Service Providers to submit a firm, fixed price proposal for the **FS SENEKAL LO ICT INFRASTRUCTURE DEPLOYMENT**.

2. Document Outline

Governance of the Procurement Process resides with the SASSA Free State Supply Chain Management Unit (SCM). Compliance to this Specification is contained in the **Invitation to Bid** and potential bidders are urged to ensure full compliance to the requirements to ensure a valid Bid is submitted.

This **Specification Document** is meant to:

- Provide General Information to the Bidder in support of submitting a valid Bid
- Provide the Specifications in terms of the ICT Requirement
- Provide an abstract of the current SASSA Standards that the Bidder can use to better understand the ICT expectation and thus quote accordingly

SASSA Free State shall, in the context of this document, also be referred to as the **Agency**.

3. Bid Enquiries

All enquiries, questions and requests for clarification that may arise in relation to this Bid is to be done in writing and addressed to the **SASSA SCM** contact person listed in the **Invitation to Bid**

It is important to note that all Queries/Questions need to:

- Ensure that you add the Bid Ref# in the Subject Line of your e-mail
- The companies name, contact and telephone number is clearly stated
- The queries/questions is clear and concise
- Where applicable, reference be made to specific points within this Bid
- All queries/questions to be made before the Closing date and time as stated in the **Invitation to Bid**. It should also allow for reasonable time for SASSA to respond to such queries/question. Submitting of queries/questions on the date of Closure will not result in the extension of the Bid closing date and time

4. Briefing Session

A compulsory site briefing is required. Thus, failure to attend a stipulated compulsory site briefing will result in immediate disqualification of a Bidder. The date for the compulsory site briefing will be determined in the bid document.

5. Site Details

5.1. Destination Address

2906 Johnstone Street,
Matwabeng
Senekal
Free State

6. Submission of Bids

6.1. All responses must be sealed and clearly marked as follows:

Name of Bidder
Bid Ref#

6.2. Responses must be addressed as follows:

Iustitia Building
Cnr Saint Andrew and Aliwal Street
CBD
Bloemfontein
Free State

6.3. Responses to be directly inserted into the **Tender Box** located at the above mentioned office.

The Agency shall not be held accountable, nor will it consider any entries where Bid Documents were not directly inserted into the **Tender Box** before the closing date and time, instead it was handed over to an individual.

7. Exchange Rate

To ensure fairness in respect to pricing of items that are linked to the Rand/Dollar Exchange Rate, the Rand/Dollar Exchange Rate on the day of the Compulsory Site Briefing will be stated by SASSA SCM and adopted by Bidders present. All Bidders must adhere to this terms of reference by stating the exchange rate used in compiling their Bid.

Where it is found that the Quoted Exchange Rate has substantially increased to the point that it negatively impacts the successful Bidder, then successful bidder will be required to, in writing within 7 business days of receiving a Purchase Order, provide the Agency with an amended Quotation listing the Quoted Exchange Rate versus the Exchange Rate on date of issued Purchase Order. Only items identified as being linked to the Exchange Rate may be permitted.

8. Confidentiality

The Bidder, its offices, agents, employees and consultants shall hold in confidence any information and /or materials identified as proprietary and/or confidential to the Agency or to any third party to which the Bidder may have access to in the course of performing its obligations in terms of this Bid. The Bidder shall not disclose or authorise disclosure to others, or use for its own benefit, such confidential information and/or materials without the express written consent of the Agency or the affected third party owner.

SECTION 2 – DETAILED SPECIFICATIONS AND REQUIREMENT

9. Supply of Hardware and/or Software

Description	Part Number	Quantity
Aruba 6200F 24G Class4 PoE 4SFP+ 370W Switch	JL725B	02
Aruba 3Y FC NBD Exch 6200F 24G CL4 4SFP+ 370W SVC [for JL725B]	H73P0E	02
Aruba 10G SFP+ to SFP+ 3m DAC Cable	J9283D	01

10. Supply of Data and Electrical Services

Data and Electrical Infrastructure	
Description	Qty
Data Cabling	
Network Points	26
Drop Pole	05
Dual o line trunking (Not on movable assets)	
24-Port POE 100/1000Mb Clearline Surge Protector	02
IPP Patch Panels	02
Brush Panels	06
Electrical Cabling	
APC 5kva UPS, managed and rack mounted	01
3 years warranty	01
Hubble plug for UPS	01
Earth Bar and Spike	01
Power Surge to be installed in a cabinet	01

11. Supply of Professional Services

- Service Provider needs to Supply, Install and Configure the Equipment as per Section 9 and 10 of this Document
- The UPS needs to be commissioned with the Management Port fully configured. SASSA ICT will provide the IP
- Address when required
- ICT Standards as stated within this Document to apply

M.E.T

SECTION 3 – STANDARDS REFERENCE

12. Warranty / Licences

All warranty(s) and/or licence(s) procured by the Service Provider on behalf of the Agency shall be under the name of **SASSA Free State Regional Office**.

13. Data Cabling

- The Agency's Cabling Standard is Krone CAT5 E
- The Bidder is expected to provide all required Patch Panel(s) and all required Accessories to meet the Network Point Requirement as stated above as well as other Network Devices
- Each Patch Panel, Server and/or Network Infrastructure Equipment to be separated by a **6 x Brush Panel**
- **2 x 24 Port** fully populated Krone Patch Panel
- All Patch Leads, inclusive of Fibre Leads, **48 x Patch Panel** leads from the cabinet to the Switch(s) are to be numbered on either end to ensure that it can be easily traced. These cables are to be **Grey** in colour unless stated otherwise.
- All Network Points are to include a **Grey 5M Fly** lead, the length to ensure connectivity without creating a safety hazard.
- **All Network Points are to be labelled in a format that makes it easy to identify and trace back to point of origin.**
- **A complete Cabling Diagram needs to be provided by the Bidder in a MS Visio format to SASSA after completion of the project.**

14. Electrical Cabling

- UPS to be connected properly to provide dedicated power to the cabinet and needs to support all the devices in the cabinet. UPS to be enabled for management over the network.
- **The Service Provider must provide Certificate of Completion and Certificate of Compliance for Electrical equipment and services to SASSA after installations of all electrical components.**

15. Network Infrastructure Device Configuration

- The Bidder is required to configure all Network Infrastructure Devices as defined in this Bid under Section 2 to the Agency Standards. Such Standards will be provided to the successful Bidder prior to the commencement of any work and is inclusive of:
 - Naming Convention
 - Security Configuration
 - Protocol Configuration
 - VLAN Configuration
- The Agency will define and provide all required IP Address Range(s) and VLAN(s)
- All Usernames and Passwords for each Network Infrastructure Device needs to be electronically submitted to the Agency.

- The Bidder is required to provide Documentation in an electronic format that includes all Configurations, User Names and Passwords.

16. General Specifications

- The Bidder will, as part of this Bid, provide a **three (3) months workmanship** warranty where the Bidder will be liable to remedy any identified **poor workmanship** or faulty points at **no cost** to the Agency. This to be completed within **15 working days** of being notified
- The Documentation listed **above from section 12 – 15** will form part of the **Portfolio of Evidence** and be attached to the **Project Closure** Section as per the Statement of Work. Only once this has been signed may the Bidder Invoice for the final payment schedule.
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Name of Representative :

Designation :

Signature :

Date :

ROBERT MATHEGO
SAR MANA GO
[Signature]
10/11/2023

m.e.



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

[*paying the right social grant, to the right person,
at the right time and place. N/A!LO!*]

SASSA FREE STATE ICT SPECIFICATIONS

FS Tweespruit LO ICT INFRASTRUCTURE DEPLOYMENT

M.E.T

Document Number : 181025FS
Contact Person : Breadwin Makgetla
Contact Number : 051 410 8422

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SECTION 1 – GENERAL INFORMATION

1. Purpose of the Specification

The purpose of this Specification is to invite qualified Service Providers to submit a firm, fixed price proposal for the **FS TWEESPRUIT LO ICT INFRASTRUCTURE DEPLOYMENT**.

2. Document Outline

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4. Briefing Session

A compulsory site briefing is required. Thus, failure to attend a stipulated compulsory site briefing will result in immediate disqualification of a Bidder. The date for the compulsory site briefing will be determined in the bid document.

5. Site Details

5.1. Physical/Destination Address

1 Borwa,
Tweespruit
Free State

6. Submission of Bids

6.1. All responses must be sealed and clearly marked as follows:

Name of Bidder
Bid Ref#

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SECTION 2 – DETAILED SPECIFICATIONS AND REQUIREMENT

9. Supply of Hardware and/or Software

LAN – EDGE SWITCH SPECIFICATIONS		
Description	Part Number	Quantity
Aruba 6200F 24G Class4 PoE 4SFP+ 370W Switch	JL725B	01
Aruba 3Y FC NBD Exch 6200F 24G CL4 4SFP+ 370W SVC [for JL725B]	H73P0E	01

10. Supply of Data and Electrical Services

Data and Electrical Infrastructure	
Description	Qty
Data Cabling	
Network Points	05
Dual o line trunking (Not on movable assets)	
24-Port POE 100/1000Mb Clearline Surge Protector	01
IPP Patch Panels	01
Brush Panels	03
24U Cabinet with fans and profiles 1m deep with 2 shelf and 2 x 5-way metal PDU(do not go for 18u wall mount as the weight and length of the UPS will make this unsustainable)	01
Electrical Cabling	
APC 5kva UPS, managed and rack mounted with 3 years warranty	01
3 years warranty on UPS	01
Hubble plug for UPS	01
Earth Bar and Spike	01
Power Surge to be installed in a cabinet	01

11. Supply of Professional Services

- Service Provider needs to Supply, Install and Configure the Equipment as per Section 9 and 10 of this Document.
- The UPS needs to be commissioned with the Management Port fully configured. SASSA ICT will provide the IP Address.
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m.e.s

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 - Naming Convention
 - Security Configuration
 - Protocol Configuration
 - VLAN Configuration
- The Agency will define and provide all required IP Address Range(s) and VLAN(s)
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- The Bidder is required to provide Documentation in an electronic format that includes all Configurations, User Names and Passwords.

M.E.T.

16. General Specifications

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- The Documentation listed above from section **12 – 15** will form part of the **Portfolio of Evidence** and be attached to the **Project Closure** Section as per the Statement of Work. Only once this has been signed may the Bidder Invoice for the final payment schedule.
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SECTION 4 – APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official

Name of Representative : ROBERT MATIHOLO
 Designation : SNR MANAGER
 Signature : [Signature]
 Date : 10/11/2023