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### **REQUEST FOR QUOTATION (RFQ)**

#### **APPOINTMENT OF A SERVICE PROVIDER TO CABLE SERVER ROOM AND NETWORKING CLEAN UP**

RFQ	RFQ 2023/24/87
RFQ ISSUE DATE	14 <sup>th</sup> MARCH 2024
BRIEFING SESSION	<b>NON-COMPULSORY BRIEFING SESSION</b>  <b>DATE: 20<sup>th</sup> MARCH 2024, WEDNESDAY</b> <b>TIME: 12H00</b> <b>VENUE: PORTS REGULATOR OF SOUTH AFRICA OFFICES, 11<sup>TH</sup> FLOOR, THE MARINE BUILDING, 22 DOROTHY NYEMBE STREET, DURBAN</b>
RFQ DESCRIPTION	<b>APPOINTMENT OF A SERVICE PROVIDER TO CABLE SERVER ROOM AND NETWORKING CLEAN UP</b>
CLOSING DATE & TIME	26 <sup>th</sup> MARCH 2024
LOCATION FOR SUBMISSIONS	<a href="mailto:quotations@portsregulator.org">quotations@portsregulator.org</a>

**Bidders must submit responses via e-mail at: [quotations@portsregulator.org](mailto:quotations@portsregulator.org) before or on the stipulated date and time. For any queries or questions, please use above mentioned email address.**

Ports Regulator of South Africa requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on or before the date and time stipulated above. **Late and incomplete submissions will invalidate the quote submitted.**

SUPPLIER NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

MAAA NUMBER (CSD NO): \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

E MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NO: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

## **DETAILED SPECIFICATION**

### **APPOINTMENT OF A SERVICE PROVIDER TO CABLE SERVER ROOM AND NETWORKING CLEAN UP**

#### **1. BACKGROUND**

- 1.1 Ports Regulator of South Africa ("the Regulator") is a Schedule 3A public entity in terms of the Public Finance Management Act, 1 of 1999 (PFMA). Port Regulator South Africa must fully comply with all the requirements of the PFMA.
- 1.2 The Ports Regulator is the independent National Regulator for the South African ports, governed by the National Ports Act, 2005 (Act No. 12 of 2005).  
In terms of section 30 (1) and (2) of the National Ports Act, the main function of the Regulator is to:
- Exercise economic regulation for the ports system in line with government's strategic objectives.
  - Promote equity of access of ports and facilities and service provider by ports.
  - Monitor the activities of the National Ports Authority to ensure that it performs its functions in accordance with the act; and
  - Hear appeals and complaints contemplated in terms of Section 48 of the Act.
- 1.3 The Ports Regulator has embarked on appointing **a service provider to cable server room and networking clean up.**

#### **2. PURPOSE**

The Ports Regulator requires an experienced and reputable service provider to assist with cabling server room and networking clean up.

#### **3. SCOPE OF WORK**

- Supply and Install 3 x 11way PDU's (5 x 3 Pin, 3, Kettle cord, 3 x 2 PIN)
- Install Power into 4U cabinet. Supply from UPS
- Supply and install 4U Network cabinet with fans.
- Supply 2 x Cat6 Patch Panels
- Supply 3 x Brush Panels
- Replace any network point or entire cables that may be faulty.
- Repatch ALL cables into new patch panels within the 3 cabinets.
- Neaten up all cabling coming to the server room.
- Ensure all cables coming into the cabinet are trunked.
- Label every single cable.
- Remove obsolete equipment from cabinets and server room.
- Move all routers and networking devices into the cabinet and label each device.
- Power supply from the UPS and rewire.
- All existing unnecessary electrical to be removed.
- All cabinets to be supplied with power from the UPS.
- All switches to be replaced and installed with new Ubiquity Switches supplied by PRSA.
- 2 additional networks to be run for wireless AP's.

#### 4. SCM ADMINISTRATIVE

- 4.1 The bidder must submit proof of registration on CSD (Central Supplier Database).
- 4.2 The SBD forms must be completed, signed by the authorised company representative.
- 4.3 POPIA consent form

***Failure to provide the requested information may lead to bidder's proposal not being considered to be evaluated further.***

#### 5. EVALUATION CRITERIA: SPECIFIC GOALS

##### 5.1 Pricing Considerations:

- 5.1.1 Bidders' price quotations must be inclusive of all applicable taxes **(including VAT)**.
- 5.1.2 Bidders total price weighs 80 points.

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Description	Price
Server room cabling and networking clean up as per scope of work	R_____
15% VAT (if applicable)	R_____
Grand Total	R_____

##### 5.2 BBBEE

- 5.2.1 The bidder must submit SBD 6.1 preference points claim form.
- 5.2.2 B-BBEE Certificate / sworn Affidavit
- 5.2.3 Bidders' specific goals weighs 20 points.

***Evaluation will be based on price and specific goals in line with the provisions of the Preferential Procurement Regulations 2022. RFQ responses will be evaluated on the 80/20 Price & specific goals. Completed SBD 6.1. Preference Points Claim Form in terms of The Preferential Procurement Regulations 2022 must be completed and be submitted together with a copy of Sworn Affidavit or BBBEE Certificate to claim specific goals points. Failing to submit both will results in your company scoring zero (0) points for specific goals.***

**NB:** Tax matter for the recommended bidder will be verified on Central Supplier Database (CSD) or SARS EFiling prior to awarding. If the bidders' tax matters are non-compliant in terms of clause 4.2 & 4.3 will be exercised from National Treasury Instruction No. 09 of 2017/2018 (Tax Compliance Status Verification).

#### 6. COMMUNICATION

All enquiries relating to this RFQ should be sent via email: [quotations@portsregulator.org](mailto:quotations@portsregulator.org)

#### 7. CONDITIONS TO BE OBSERVED

No RFQ shall be deemed to have been accepted unless and until a formal contract / letter of award / order form is prepared and executed. Quotation shall remain open for acceptance by the Ports Regulator for a period of **90 days** from the closing date of the RFQ Enquiry.

## **8. Cost of Bidding**

The bidder shall bear all costs and expenses associated with preparation and submission of its RFQ, and the Ports Regulator of South Africa shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

### **END OF RFQ DOCUMENT**

#### **Annexed to this document for completion and return with the document:**

- Quotation on a company letterhead
- Declaration of Interest (SBD 4)
- B-BBEE Certificate / Sworn Affidavit
- Preference points claim form. (SBD 6.1)
- CSD Report (National Treasury)
- POPIA consent form