

**PART B: SCOPE OF WORK**

SA Tourism Tender Number SAT 214/23 Fleet Management Solution through the Full Maintenance Lease Fleet Output Requirements.

<b>Bid Description</b>	
<b>Fleet Management Solution through the Full Maintenance Lease Fleet Output Requirements period of 36 Months.</b>	
<b>Bidder Name:</b>	
<b>CSD MAA number</b>	MAAA
<b>Tender Number:</b>	SA Tourism Tender number SAT 214/23
<b>Closing Time:</b>	12h00
<b>Closing Date:</b>	<b>26 June 2023</b>  (No late submission will be accepted)
<b>Non- Compulsory Briefing Session:</b>	N/A
<b>Contact Person</b>	Thembelihle Nyide
<b>Bid Submission Address</b>	<a href="https://forms.gle/pnZzy9JZFkSTW2di9">https://forms.gle/pnZzy9JZFkSTW2di9</a>  Should bidders encounter any issues, queries must be directed in writing to <a href="mailto:tenders@southafrica.net">tenders@southafrica.net</a>  Bidders are required to complete all the fields before making a submission, on the link before uploading a PDF version of the full proposal, the details are as follows: Bidder/Company name, bidder's representative, contact details (email and mobile) then a fully completed bid documents, signed and initial page, relevant supporting documents for uploads.  <b>No tenders transmitted by telegram, hand delivery, telex, facsimile, e-mail, or similar apparatus will be considered.</b>
<b>Email Address</b>	<a href="mailto:tenders@southafrica.net">tenders@southafrica.net</a>

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC), AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

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## 1 CLOSING DATE

The closing date for the submission of proposals is **26 March 2023 at 12h00.** No late submissions will be accepted.

## 2. TENDER SUBMISSION LINK

2.1 Bidders must submit their proposal using the below link.

<https://forms.gle/pnZzy9JZFkSTW2di9>

Should bidders encounter any issues with the submission link, queries must be directed in writing to [tenders@southafrica.net](mailto:tenders@southafrica.net)

Bidders are required to complete all the fields before making a submission, on the link before uploading a PDF version of the full proposal, the details are as follows: Bidder/Company name, bidder's representative, contact details (email and mobile) then a fully completed bid documents, signed and initial page, relevant supporting documents for uploads.

**No tenders transmitted by telegram, hand delivery telex, facsimile, e-mail, or similar apparatus will be considered.**

All bidders should therefore take note that the physical drop-offs and courier of bid responses to South African Tourism's physical address are no longer permitted.

Prospective tenderers must periodically review both <http://www.southafrica.net/gl/en/corporate/page/tenders>

2.4 Tenderers will check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability will be accepted regarding claims arising from the fact that pages are missing or duplicated.

## 3 CONTACT AND COMMUNICATION

3.1 A nominated official of the bidder(s) can make inquiries in writing, to the specified

3.2 Bidders are to communicate any technical inquiries through the nominated official in writing, no later than **14 June 2023 at 12h00.** person, Thembelihle Nyide via email at [tenders@southafrica.net](mailto:tenders@southafrica.net). Bidder(s) must reduce all telephonic inquiries to writing and send to the above email address.

All responses will be published by **19 June 2023 at 12h00.** on the following links:

<https://www.southafrica.net/gl/en/corporate/page/tenders>

### 3.3. VALIDITY PERIOD

The tender proposal must remain valid for at least five (5) months after the tender due date. All contributions/prices indicated in the proposal and other recurrent costs must remain firm for the period of the contract.

## 4 DURATION OF THE CONTRACT

South African Tourism intends to enter into a twelve (36) month contract and service level agreement with the successful bidder(s). The contract will also be subject to a periodic performance evaluation on agreed terms and conditions unless the parties agree otherwise.

## 5 DETAILED SCOPE OF WORK

### 5.1 Scope of Work (SOW)

Fleet Management Solution through the Full Maintenance Lease Fleet Output Requirements

5.1.1 The output specifications of the performance expected from the 36 months FML contract.

- Fleet Acquisitions or Procurement (Full Maintenance Leasing)
- Fleet Maintenance Plans and Solutions
- Fleet Fuel Cards and Management (Fuel usage, toll-fees and smart electronic fuel systems, kilometres or mileage & fuel consumption monitoring)
- Fleet Administration (NCO, NCP, AR, ALC, ADV etc.)
- Driver Management and Reporting
- Traffic Infringement Notices Management and Administration
- Fleet Roadside Assist 24/7/365
- Fleet Innovation
- Service-due Alert Notifications
- Life-cycle management
- IOT Fleet solutions
- Artificial Intelligence Driver safety cam
- Geofence
- Remote Tracking System and Applications
- Limitless notifications (Alerts, Texts, Calls, Email etc.)
- Nation-Wide Roadside Assistance and Technical Support
- Value-added services
- Vehicle Sharing Options [ As and when]
- Ensure consistency of the project team throughout the 36 months. In case of changes the bidder is afforded 3 weeks to find the replacement.

Through this tender, SA Tourism wishes to procure the following new vehicles on Full Maintenance Lease for a period of 36 months:

Vehicle Type	Allocation / Centre	Transmission (Petrol)	Vehicle Use
		<b>Vehicle Power &amp; Torque</b>	
SUV	Limpopo	150 kW and 295 Nm - Automatic	Quality Assurance
Sedan	Western Cape	150 kW and 295 Nm - Automatic	Quality Assurance
SUV	Free State	150 kW and 295 Nm - Automatic	Quality Assurance
SUV	KwaZulu - Natal	150 kW and 295 Nm - Automatic	Quality Assurance
Sedan	Gauteng	150 kW and 295 Nm - Automatic	Quality Assurance
Sedan	Gauteng	150 kW and 295 Nm - Automatic	Pool
Hatchback	Gauteng	150 kW and 295 Nm - Automatic	Deliveries, Collection, Pool
Bakkie	Gauteng	110 kW and 350 Nm [Long Base with Canopy]	Deliveries, Collection, Pool
Khombi	Gauteng	111kW and 241 Nm 10 Seater - Automatic	Staff Shuttle, Pool

All vehicles will be branded according to SA Tourism's approved corporate identity. The business has the Brand & Marketing Unit which will be the only body responsible for approval of the artwork to be installed as branding on all vehicles.

Summary of Business Requirements:

- Fleet Acquisitions or Procurement (Full Maintenance Leasing)

**END**