Evaluation Criteria

The evaluation of the bidders will be done as follows:

- Gatekeeping Criteria and Bid Conditions
- Specific Goals (Price (80) and Specific Goal (20) or (Price (90) and Specific Goal (10))
- Product Testing - Testing of sample to be provided by the top 3(Three) highest scoring bidders.

1. Gate Keeping

The bidder is required to provide SAPO with the following in their bid proposal. **Failure to comply with the gate-keeping criteria will result in the disqualification of the bid.**

a) Bidders must complete pricing schedule **Annexure F, Annexure F1 and/or Annexure F2.** The pricing schedule must be completed in full and in the format provided by SAPO in this bid document.

Note: Bidders have an option to either price on an outright purchase, lease-to-own and/ or Profit sharing option or all options. Bidders will not be disqualified if they give pricing for at least one option. However, should SAPO opt that the bidder did not provide pricing on all options; the bidder's response will be deemed non-responsive. Subsequently, except for profit sharing option, should a bidder not bid for a specific item, they will not be disqualified for the option, but rather qualify for the hardware/s they bid for. Therefore the evaluation of the hardware equipment's will be done per item on outright purchase and lease to own options.

2. Bid Conditions

Bidders must submit the following documents with their proposals.

.2.1 Bidders must be registered on the National Treasury Central Supplier Database. If the bidders are not registered the bidder can register online at the following website www.csd.gov.za to upload mandatory information as required. Bidders must provide proof of registration, by means of submitting a printed copy of their CSD Registration Summary Report.

.2.2 Tax compliance requirements

SAPO will not do business with a supplier who is not tax complaint.
The tax compliance requirements as follows:
- Bidders shall submit their unique personal identification number (pin) issued by SARS to enable the verification of the bidder's tax status.

In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate proof of PIN / CSD number.

.2.3 **Specific Goals**

The specific goal that this project seeks to achieve is the empowerment and development of emerging micro enterprises (EME's) that are at least (minimum) 51% Black owned. Bidders will be required to submit the below proof indicating that they are at least a minimum 51% black owned

- • BBBEE Certificate
- • Or Sworn Affidavit

The Preferential Point System that will be used are **20/80** (20 Preferential Point and 80 Pricing) or **10/90** (10 Preferential Point and 90 Pricing)

Note: Tenderers who do not submit specific goal requirement will not be disqualified from the bid process, but they will score zero (0) points out of 20/10 for the specific goals envisioned with this project.

2.4 Bidders must complete and submit SBD1
2 5 Bidders must complete and submit SBD4

2.6 SAPO shall disqualify bidders that are in the National Treasury list of restricted suppliers.

2.7 In the event that the bidder is a reseller, the bidder must submit a signed letter from their OEM/Distributor stating that they are an approved reseller for the product/s they propose in the RFP proposal. In addition, the letter must confirm that they will be supported to deliver the required equipment/s as and when required by SAPO. Bidders to use template provided – **"Annexure GR"**

2.8 In the event that the bidder is a distributor, the bidder must submit a signed letter from their OEM stating that they are an approved/certified distributor for the product/s they propose in the RFP Proposal. In addition, the letter must confirm that they will be supported to deliver the required hardware as and when required by SAPO. Bidders to use template provided – **"Annexure GR 1"**

2.9 In the event that the bidder is an OEM, the bidder must submit a signed letter that they are an OEM for the product/s they propose in the RFP Proposal. In addition, the letter must confirm that they will deliver the required hardware as and when required by SAPO. Bidders to use template provided – **"Annexure GR 2"**

2.10 In the event that the bidder is bidding for a profit share option only, Annexure GR, GR1 and GR2 will not be applicable.

Commercial (Price (80) and Specific Goals (20) or (Price (90) and Specific Goals (10))

Criteria	Weight	Sub-criteria
Total Price	80/100	Benchmark against lowest quote
Contribution to specific Goals	20/100	Points will be awarded to bidders according to their specific goals as indicated in the specific goal table below:
Specific Goal		Scores
Bidding Company is an EME with 51% Black ownership or more		20

Bidding Company is not an EME with 51% Black ownership or more	0

<div align="center">**OR**</div>

Criteria	Weight	Sub-criteria
Total Price	90/100	Benchmark against lowest quote
Contribution to specific Goals	10/100	Points will be awarded to bidders according to their specific goals as indicated in the specific goal table below:
Specific Goal		**Scores**
Bidding Company is an EME with 51% Black ownership or more		10
Bidding Company is not an EME with 51% Black ownership or more		0

Note: Given that profit sharing is percentage based, a baseline of one hundred million (R100 000 000.00) shall be used when evaluating bids. This baseline will be used in determining the bench mark price to ascertain whether 80/20 or 90/10 points system will be used for the bid.

3. Product Testing

Product testing will be done on the top 3 highest scoring bidders (SAPO reserves the right to conduct more product testing on other bidders should one or more of the product fail testing). The process of testing will be performed as follows:
- Product Testing will be based on the product provided by the bidder against the specification requested from SAPO.
- The supplier will be expected to provide 2 units per item for testing.
- SAPO IT will use unit 1 to build an image containing all applicable software and peripheral drivers applicable and apply the image to unit 2.