

TENDER DATA

Project title:	Appointment of Internet Service Providers “ISPs” to form a panel for the provision and commercialisation of public WIFI hotspots for communities on behalf of SENTECH SOC Limited in various provinces, district and local municipalities across the country for a period of three (3) years with a possibility of renewal on a Build, Operate and Transfer model.
Bid no:	SENT-064-2023-24

1. BACKGROUND

Sentech is a state-owned company that is participating in a government program to provide connectivity to the public focusing on providing internet connectivity to unserved and underserved communities mainly in rural areas across the country.

SENTECH will be deploying a national open access network and requires the services of local internet service providers in each District Municipality of South Africa to be responsible for the implementation and operation of outdoor wireless hotspots to connect end-users at a minimum of 5Mbps, sales, end-user onboarding and management, client services, stakeholder management, provision of support services to ensure seamless internet access for end-users; and collection of internet access fees and voucher management system, localised job creation and skills development.

RESPONSIBILITIES;

SENTECH will provide the successful ISPs with backhaul, distribution and fixed wireless access network connectivity services for which the ISP will be billed. Sentech will provide infrastructure from the core to the WIFI hot spot.

The awarded ISP is expected to supply, install and commercialise the public WIFI hot spots and a voucher management system, collect revenue, provide support and maintenance, expand the reach of the network, report on the number of sustainable jobs created, skills developed and provide access to a portal to monitor monthly verified subscriptions and consumption and usage averages.

The ISP will be required to present a commercially viable business case that considers network deployment costs, backhaul connectivity costs, marketing, and sales costs, and expected monthly revenue per user.

Should Sentech establish a panel of Wi-Fi equipment providers and installers, a request for quotation process will be followed within this (Wi-Fi equipment providers and installers) panel and the above stated panel

Bidders MUST indicate areas of interest to be evaluated further. The list of provinces, districts and local municipalities is in Annexure A. The completed sheet must form part of the submission. Bidders are welcomed to state their own areas of interest outside the attached list.

Localisation – The project aims to give preference to ISPs that have presence/ reside in areas of interest. Proof of localisation maybe be requested during request for quotation process.

2. SUBMISSION OF BIDS and CLOSING

This Bid closes at the stipulated date and time as stated in SBD 1 Notice and Invitation to Bid. Bids must be submitted by hand to the Bid Administrator at SENTECH, Octave Road, Radiokop Ext 3, Honeydew, Johannesburg.

Bidders that choose to submit their bid documents before the closing date and time may do so during working hours only (08:30-15:30).

It is the Bidder's responsibility to ensure that their bid submissions reach the Bid Administrator before the bid closing time as no late submissions will be accepted.

Telegraphic, telephonic, telex, facsimile, e-mail and late Bids will not be accepted. Proposals may be opened in public. Bidders will be advised of the outcome by letter, facsimile or e-mail.

This is a two-envelope system for Bid Evaluation. Bidders must submit their proposal and all supporting documentation in a sealed envelope, clearly marked as follows:

Envelope One "Original Technical Proposal" and one "Copy of Technical Proposal" together with a soft copy in PDF format of an electronic medium e.g. USB etc. The soft copy will consist of a single PDF document containing the complete response. The envelope must contain all information and documents relating to the Bid. (Refer to list of returnable documents).

No Financial Information must be included in Envelope 1.

Envelope Two "Original Financial Proposal" (Contract Date and Pricing schedule/schedule of rates as applicable) together with 1 copy of "Financial Proposal" together with a soft copy in PDF format of an electronic medium e.g. Compact Disk (CD), USB etc. The soft copy will consist of a single PDF document containing the complete Financial Proposal.

Bidders are required to place the sealed **Envelope 1** together **with** the sealed **Envelope 2** into one sealed envelope or container. The sealed envelope or container must be marked with the following information:

- **For Attention**
- **HEAD OF SUPPLY CHAIN MANAGEMENT**
- **BID REFERENCE NO:** ##
- **TECHNICAL AND FINANCIAL PROPOSALS**
- **INSERT CLOSING DATE AND TIME**
- **BIDDER'S NAME AND ADDRESS**

Bidders that combine their Technical Proposal with the Financial Proposal (or any financial information) will be automatically disqualified and not be evaluated further.

The financial proposal will only be opened and evaluated should the technical proposal be found to be responsive, being that the technical proposal has met the minimum technical evaluation criteria that are set out in the Bid Documents.

The Bidders shall insert a table of contents and bind (ring bind or similar method) the proposal documents and verify the page numbers, as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.

Bidders are required to complete and sign all the returnable documentation (refer to list of returnable documents) and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.

Late submissions will not be considered.

3. SIGN AND INITIAL

Bidders are required to complete and sign the Bid Forms where required and initial the bottom of all pages, drawings and brochures which are included in the submission as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.

Only original signatures will be accepted.

4. COMPLETION OF BID DOCUMENTS

Bidders must ensure that they complete all sections of the Bid Documents as per the requirements in the Bid.

Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.

5. COSTS OF PREPARING THE BID SUBMISSION

Bidders shall bare all costs associated with the preparation and submission of the proposals. Sentech shall under no circumstances be held responsible or liable for any costs incurred during the bidding process.

6. ADMINISTRATIVE RESPONSIVENESS CRITERIA

Bidders are required to ensure that they meet all the Administrative Responsiveness Criteria.

7. BBBEE CODES AT SENTECH

Sentech complies with the codes of good practice as prescribed by the DTI, to advance Broad Based Black Economic Empowerment.

8. SUBCONTRACTING AS A CONDITION OF BID

The successful Bidder must subcontract a minimum of ____ N/A _____ % of the value of the contract to ____ N/A _____ (specify the designated group targeted).

9. TRANSFORMATION PLAN

A transformation plan is a record of activities an entity intends to undertake to improve its BBBEE Level through Ownership, Management and Control; Skills Development; Enterprise and Supplier Development and Socio-Economic Development.

Sentech reserves the right to request a BBBEE transformation plan with clearly defined timelines and milestones if the recommended Bidder does not meet Sentech's transformation goals. These

milestones must be achieved over the term of the contract. This transformation plan must be submitted within 10 working days from the written request, failing which Sentech reserves the right to withdraw its appointment of the preferred recommended Bidder.

10. LOCAL PRODUCTION AND CONTENT

In the case of designated sectors, where in the award of Bids, local production and content is of critical importance, such Bids will contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

Does this requirement fall under any designated sector as prescribed by the DTI?		No
If yes, specify the sector		
Specify minimum threshold applicable		

*Bidders must fill in the SBD6.2 for Local Content and Production

11. EVALUATION CRITERIA

The evaluation criteria are stipulated in 18 below. It is the Bidder's responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria will result in the Bidder not being evaluated further. Bidders must ensure that they have included all supporting documentation required to support their response to the Bid.

12. AWARD OF BID/S

Sentech may appoint one or more suppliers, in whole or in part, or not appoint any supplier/s at all, and/or cancel the bid in its entirety, at Sentech's sole and exclusive discretion, in order to satisfy various needs which may be identified, and to manage certain risks associated with the supply of goods or services specified in respect of the Bid.

13. ALTERNATIVE/SUBSTITUTE PRODUCTS

In the case of contracts and/or panels which are in excess of 12 (twelve) months, Sentech shall be entitled to consider alternative products and product upgrades during the tenure of the contract and/or panel in order to accommodate new products and upgrades in the market. Bidders are required to bring all such developments to the attention of Sentech for approval. No alternative products may be supplied without Sentech's prior written approval.

14. BRIEFING SESSION

Should there be a compulsory briefing session for this Bid, Bidders must ensure that they attend the briefing session and sign the attendance register, as non-attendance or failure to sign the attendance register will automatically disqualify a Bidder from submitting a proposal for this Bid.

All questions raised by Bidders post the briefing session will be consolidated and shared with all Bidders at least seven (7) calendar days prior to closing.

15. CLARIFICATION

Enquiries related to Bid documents may be addressed to the Bid Administrator and Supply Chain Official as stated in SBD 1 Notice and Invitation to Bid.

16. BID EVALUATION METHOD

This Bid will be evaluated as described in the table below.

90/10 system will be followed for Technical and Price offer	1. Stage 1 – Administrative Responsiveness Evaluation All the Technical Proposals will be evaluated against the Administrative responsiveness requirements as set out in the list of returnable documents. 2. Stage 2 –Technical Evaluation All proposals that qualify based on administrative responsiveness requirements will be evaluated against the Mandatory Evaluation Criteria in order to qualify for further evaluation. Functional Evaluation Criteria Proposals that are responsive and comply with the mandatory evaluation criteria will be evaluated against the Functional Evaluation Criteria set out in Section 19. Bidders must score 45 points (or more) out of a total of 90 points available in the Functional evaluation criteria to qualify for further evaluation. Bidders who fail to obtain the minimum point's score of 45 points or more will not be evaluated further. 3. Stage 3 – Panel Appointment Bidders who fully comply with the Mandatory Criteria and obtain the minimum threshold points in the Functional Criteria will be appointed onto a panel of Internet Service Providers to provide connectivity networks for communities and public wifi hotspots across the country for a period of three (3) years on a Build, Operate and Transfer model. Sentech at its sole discretion, have the right to not appoint bidders onto the panel.
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17. ADMINISTRATIVE RESPONSIVENESS REQUIREMENTS

To be administratively responsive, Bidders must ensure that they meet all the below mentioned criteria. Bidders that do not meet all the below mentioned criteria may not qualify to be awarded the Bid. Sentech reserves its rights in respect of the below criteria.

- Complete and return all documentation stipulated in the LIST OF RETURNABLE DOCUMENTS.
- All correspondence must be in English.
- Bidders must fill in all sections of this document (where applicable).
- **BLACK INK** must be used when completing the Bid documents.
- Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.
- All corrections must be initialled. The use of corrective fluid is strictly prohibited.
- Bidders are required to fill in and sign the Bid Forms and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- Bidders must complete an attendance register at each compulsory site meeting attended.
- Appointment of a Bidder will be subject to signing, declaration and submission of SBD 1, 3.1, 3.2, 3.3, 4, 5, 6.1, 6.2 8, and 9 depending on applicability.

- Complete and sign the Contract Data.
- Should this be a 2 envelope or 2 stage system, Bidders MUST separate the technical proposal from their financial proposal. The technical and financial proposals must be placed in two separate sealed envelopes.

17.1 AUTOMATIC DISQUALIFICATION

Sentech reserves the right to automatically disqualify Bidders from being awarded this Bid. The following will lead to automatic disqualification:

- Failure to submit a financial proposal, if required.
- The Bidder is or has been involved in any act of corruption or fraud or bribery or collusion or attempt to influence any employee of Sentech to award this Bid or any other Bid to it.

18. TECHNICAL RESPONSIVENESS COMPLIANCE

The Technical Evaluation will encompass evaluation of:

- Mandatory Criteria
- Functional / Technical Criteria

19. TECHNICAL EVALUATION CRITERIA

19.1 Mandatory Eligibility Criteria

The follow in criteria are mandatory to ALL BIDDERS:

Item No.	Mandatory Criteria	Attach evidence and provide reference page number in your proposal	Indicate YES/NO and state where the evidence is (page no / section)
1	Market feasibility	Bidder to provide a market feasibility report for the targeted district municipality(ies) The following is the minimum info required. The report should entail the following. • Scope: targeted number of households; the intended usage of the connectivity services and corresponding technical requirements. • Technical Specifications: Access Network Technologies for its intended topography and other risks that can be reviewed before deployment. Backhaul Technologies is the choice of backhaul technology or hybrid technologies to provide bandwidth capacity to match the intended QoS provided to users. • Operating model: How the ISP will structure its operations, construct its organisational structure, establish, and maintain its commercial relationships (i.e. are they funded /	

		or not provide proof), Revenue Models: Describe how the ISP will cover the cost-of-service provision and how they will collect revenue. The bidder may be disqualified if the above is not answered as per the minimum requirements.	
2	ICASA License(s)	Bidder to provide ICASA license(s) If the ISP has a partnership, the bidder shall provide the signed agreement between the organisations.	
3	Product and Price list	Indicate the proposed product price list. The responses could be existing or based on a scenario. Package offering and price	
4	Network Performance Monitoring System	Bidder to indicate the current or proposed network performance monitoring system/ tool that is used or to be used. - The portal must have the ability to integrate with other system. - Provide revenue assurance monitoring capabilities. - Monitor usage	

NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.

19.2 Functional Criteria

No	Criteria	Total points	Evidence	Page number/ section
1	Network Rollout Funding Plan. Points are allocated as follows. Rating A = 50 Rating B = 40 Rating C = 30 Rating D & E = 20 Rating F & G = 10	50	Bank Letter of Good standing	
2	Bidder will provide a methodology, approach, and work plan - with key deliverables and timelines being clear, well-defined, and realistic.	20	Bidder to provide a detailed methodology.	

	Detailed methodology = 20 The bidders have aligned to best practices and covered all details clearly and thoroughly per the Scope indicated above. Average methodology = 10 The bidder's response is good but falls short of the elements outlined in the Specifications and Scope of Works. Poor methodology = 0 The bidder's response is of poor quality and not satisfying the project objectives. The bidder has misinterpreted the Scope of the work and has not clearly understood the project's requirements.			
3	Existing network coverage the bidder must indicate their presence in the municipality/district and provide the coverage maps and Points of Presence in KMZ format. Based on Annexure A = 10 points Areas outside Annexure = 5 points No coverage = 0 points	10		
4	Potential network coverage Bidder shall indicate any expansions to their existing network and provide the necessary designs to verify its conformance for the respective communities. Provide the necessary design documentation. Expansion plan = 10 points No expansion plan = 0 points	10		
	Total	90		

Table 1: Functional Criteria

Total minimum qualifying functional score is 45 points.

20. Evaluation of Price and Preference

This Bid will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

21. Preference Point allocation – 90/10

Price / Preference	Weighting percentage
Preference:	10
Price:	90
Total must equal:	100

Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	5	A valid BBBEE Certificate showing at least 51% black ownership
	2	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	1	Black owned company showing at least 5 – 25% black ownership
	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	4	A valid BBBEE Certificate showing at least 51% women ownership
	2	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership
	1	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	1	A doctor's note confirming disability
Total Points	10	

22. Price Calculation 90/10

The following formula will be used to calculate the points for price.

$$P_s = 90 \left[1 - \frac{(P_t - P_{min})}{P_{min}} \right]$$

Where:

P_s	=	Points scored for price of bid under consideration
P_t	=	Rand value of bid under consideration
P_{min}	=	Rand value of lowest acceptable bid

23. Declaration of Authority

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this Bid Data is understood and all requirements will be adhered to.

Name of Bidder	Signature	Date	Designation

TABLE 1: REFERENCES

Please complete the customer reference table and relevant Contact telephone number and attach reference letters.

Customer		Service Provided	Contact Person	Contact no.	tel.	Contractual commencement date	Contractual completion date
1							
2							
3							
4							

5						
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Name of Tenderer	Signature	Date