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**STATE INFORMATION TECHNOLOGY AGENCY (SOC) LTD**

Registration number 1999/001899/30

**BID SPECIFICATION**

|  |  |
| --- | --- |
| **RFB REF. NO:** | **RFB 2625 - 2022** |
| **DESCRIPTION** | **SUPPLY, INSTALLATION AND COMMISSIONING OF UPS BATTERIES AT CENTURION DATA CENTRE** |
| **PUBLICATION DATE:** | **19 AUGUST 2022** |
| **VENDOR BRIEFING SESSION & SITE VISIT** | Compulsory Briefing Session will be held as follows:  **Date**: **29 August 2022**  **Time:** 11:00pm  **Place:** Online (MS Teams). Bidders are requested to indicate in writing on the below email address of their intension to attend the briefing session by 28 August 2022 @ 16:00, following which a link will be shared via email to allow attendance of the briefing session: [Nokwanda.wasa@sita.co.za](mailto:Nokwanda.wasa@sita.co.za).  **Note: The Compulsory Site Visit will be held after the Compulsory Virtual Briefing Session** |
| **CLOSING DATE FOR QUESTIONS / QUERIES** | **02 SEPTEMBER 2022** |
| **RFB CLOSING DETAILS** | **DATE: 12 SEPTEMBER 2022**  **TIME: 11:00 am (SOUTH AFRICAN TIME)** |
| **PUBLIC OPENING OF RFB RESPONSES** | **N/A** |
| **RFB VALIDITY PERIOD** | **120 DAYS FROM THE CLOSING DATE** |

**PROSPECTIVE BIDDERS MUST REGISTER ON NATIONAL TREASURY’S CENTRAL SUPPLIER DATABASE PRIOR TO SUBMITTING BIDS.**

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1. INTRODUCTION

# PURPOSE AND BACKGROUND

## PURPOSE

The purpose of this RFB is to invite Suppliers (hereinafter referred to as “bidders”) to submit bids for the “Supply, Install and Commissioning of UPS Batteries Centurion Data Centre with 60 months maintenance and service”.

## BACKGROUND

The UPS batteries upgrades will assist Centurion Data Centre to achieve a higher- level reliability and availability of the electrical power supply for the critical computer environments.

# SCOPE OF BID

## SCOPE OF WORK

The scope of work by the bidders is to design, supply, and install four (4) sets of batteries. The battery sets shall be suitable in all respects for connection to the existing 500kVA/kW UPS units sat Centurion Data Centre and will include:

The scope of work by the bidders is to:

1. Design, Supply and Installation of lithium-ion battery systems for minimum battery/back-up time of 10 minutes with end of life safety factor for each UPS units at 500kVA/kW full load
2. All battery, protection devices such as DC circuit breakers on the incoming and outgoing sides to and from each battery set
3. Dedicated battery monitoring system, to interface with remote BMS and UPS units
4. DC cabling, Earthing, bonding and Cables trays,
5. Remedial Building Work in the Battery Room
6. Testing and commissioning of lithium-ion battery cabinets and UPS units
7. Operating manuals and final hand-over
8. 60 Months maintenance support and service on the UPS system inclusive of lithium-ion battery cabinets and free issue UPS units
9. Product warranty and performance guarantee on the batteries
10. Removal and disposal of existing VRLA batteries including stands and cabling.

## DELIVERY ADDRESS

|  |  |  |
| --- | --- | --- |
| **No** | **Site Name** | **Physical Address** |
| 1 | Centurion Data Centre | 1108 John Vorster Drive, Centurion, Pretoria |

# REQUIREMENTS

## SOLUTION REQUIREMENTS

The supply, delivery and installation of the electrical distribution boards. This will include but not be limited to the following:

* 1. Preliminary, General and Site Establishment.
  2. Design, Supply and Installation of lithium-ion battery system set for minimum battery/back-up time of 10 minutes with end of life safety factor for each UPS units at 500kVA/kW full load. A battery set will be total number of cabinets for a 500kVA/kW UPS unit. The bidder to indicate total number of cabinets per set or per UPS unit.
  3. Battery cabinets to be installed on a minimum 400mm high steel stand.
  4. All battery, protection devices such as DC circuit breakers on the incoming and outgoing sides to and from each battery set.
  5. Dedicated battery monitoring system, to interface with remote BMS per battery set. The battery monitoring system shall also interface with the UPS units
  6. DC cabling, Earthing and bonding
  7. Cables trays with hangers and supports
  8. Provision for temporary placement, installation and commissioning of the cabinets during the periods of battery room preparation. Not all the battery cabinets must be installed during this period.
  9. Testing and commissioning of lithium-ion battery cabinets and UPS units
  10. Operating manuals and final hand-over
  11. 60 Months maintenance support and service on the UPS system inclusive of lithium-ion battery cabinets and UPS units.
  12. Removal and disposal of existing VRLA batteries including stands and cabling.
  13. Builder’s work such as; creating openings in walls for new cables/ busbars to pass through, heavy epoxy flooring, wall plastering and painting.

## EXISTING UPS AND VRLA BATTERIES DETAILS

The manufacturer’s details for the existing 500kVA/kW UPS units are as follows:

* Quantity: Four (4)
* Manufacturer: Vertiv
* UPS rating: 500kVA/kW
* Model: EXL S1 Standard
* Batteries for four (4) Battery Banks, 197 x YHP25 for each bank

# BID EVALUATION STAGES

1. The bid evaluation process consists of several stages that are applicable according to the nature of the bid as defined in the table below.
2. **The bidder must qualify for each stage to be eligible to proceed to the next stage of the evaluation.**

|  |  |  |
| --- | --- | --- |
| **Stage** | **Description** | **Applicable for this bid YES/NO** |
| Stage 1 | Administrative pre-qualification verification | YES |
| Stage 2 | Technical Mandatory requirement evaluation | YES |
| Stage 3 | Special Conditions of Contract verification | YES |
| Stage 4 | Price / B-BBEE evaluation | YES |

* 1. ADMINISTRATIVE PRE-QUALIFICATION

# ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS

## ADMINISTRATIVE PRE-QUALIFICATION VERIFICATION

1. The bidder **must comply** with ALL of the bid pre-qualification requirements in order for the bid to be accepted for evaluation.

If the Bidder failed to comply with any of the administrative pre-qualification requirements, or if SITA is unable to verify whether the pre-qualification requirements are met, then SITA reserves the right to-

* 1. Reject the bid and not evaluate it, or
  2. Accept the bid for evaluation, on condition that the Bidder must submit within 7 (seven) days any supplementary information to achieve full compliance, provided that the supplementary information is administrative and not substantive in nature.

## ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS

1. **Submission of bid response**: The bidder has submitted a bid response documentation pack –
   1. that was delivered at the correct physical or postal address and within the stipulated date and time as specified in the “Invitation to Bid” cover page, and;
   2. in the correct format as one original document, one copy and two copies on memory stick / USB.
2. **Attendance of briefing session**: A Compulsory Briefing session and Site visit will be held. The bidder has to sign the briefing session attendance register using the same information (bidder company name, bidder representative person name and contact details) as submitted in the bidder’s response document.

**Note (1):** Bidder who wishes to attend the Compulsory Virtual Briefing Session needs to notify the responsible Specialist indicated in the Bid Document of attending the session. The link to the Compulsory Virtual Briefing Session will then be sent to those Bidders.

**Note (2):** The Compulsory Site Visit will be held after the Compulsory Virtual Briefing session.

The requirements and details for the Site Visit will be provided at the Compulsory Virtual Briefing session.

1. **Registered Supplier.** The bidder is, in terms of National Treasury Instruction Note 4A of 2016/17, registered as a Supplier on National Treasury Central Supplier Database (CSD).

# TECHNICAL MANDATORY

## INSTRUCTION AND EVALUATION CRITERIA

1. The bidder must comply with ALL the requirements as per section 6.2 below **by providing substantiating evidence** in the form of documentation or information, failing which it will be regarded as “NOT COMPLY”.
2. The bidder **must provide a unique reference number** (e.g. binder/folio, chapter, section, page) to locate substantiating evidence in the bid response. During evaluation, SITA reserves the right to treat substantiation evidence that cannot be located in the bid response as “NOT COMPLY”.
3. The bidder **must complete the declaration of compliance** as per section 0 below by marking with an “X” either “COMPLY”, or “NOT COMPLY” with ALL of the technical mandatory requirements, failing which it will be regarded as “NOT COMPLY”.
4. The bidder must comply with ALL the TECHNICAL MANDATORY REQUIREMENTS in order for the bid to proceed to the next stage of the evaluation.
5. **No URL references or links will be accepted as evidence.**

## TECHNICAL MANDATORY REQUIREMENTS

| **TECHNICAL MANDATORY REQUIREMENTS** | **Substantiating evidence of compliance**  (used to evaluate bid) | **Evidence reference**  **(to be completed by bidder)** |
| --- | --- | --- |
| 1. **BIDDER CERTIFICATION / AFFILIATION REQUIREMENTS**   The Bidder must **be registered** with the Department of Labour as an Electrical Contractor. | Attach to ANNEX B a copy of valid documentation (e.g letter or information) from the Department of Labour as evidence that the bidder is registered as an Electrical Contractor.  **Note:**  SITA reserves the right to verify the information provided. | <provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.1> |
| 1. **BIDDER EXPERIENCE AND CAPABILITY**   The bidder must have executed the **Supply, Installation and Commissioning of Lithium Ion Battery System for UPS Units** at a Data Centre environment for one customer in the past five (5) years. | Provide in Annex B reference details from one customer to whom Supply, Installation and Commissioning of Lithium Ion Battery Systems at Data Centre was delivered in the last five (5) years.  **Note:**  SITA reserves the right to verify the information provided. | <provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.2, table 1> |
| 1. **CIDB REGISTRATION REQUIREMENT**   The bidder, or subcontractor must be registered with Construction Industry Development Board (CIDB) with a minimum rating of **5EB PE, or 5EP PE, or 6EB, or 6EP.**  **Note:** If the bidder is not registered with CIDB, the Bidder must subcontract the CIDB portion of the work to a CIDB registered subcontractor. | The Bidder needs to complete and sign **ANNEX D** as evidence that the bidder, or subcontractor is registered with the CIDB with a minimum rating of **5EB PE, or 5EP PE, or 6EB, or 6EP**  **Note:**  SITA reserves the right to verify the information provided. | <Provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.3 and Annex D> |
| 1. **UPS BATTERY SYSTEM DATA SHEET**   **The Bidder must comply to the specifications by completing and submitting signed equipment data sheets listed in Annex E.** | Attach to Annex B a completed and signed Data Sheet as per **ANNEX E**):   1. SITA Centurion UPS Lithium ion Battery System Data Sheets. | <provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.4> |
| 1. **TECHNICAL MANDATORY, FUNCTIONAL AND SCOPE REQUIREMENTS**   **The bidder must confirm compliance to the Technical Mandatory, Functional and Scope requirements.** | The bidder must confirm that they comply with the Technical Mandatory, Functional and Scope Requirements by completing **ANNEX C: Addendum 1**. | <provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.5 and Annex C: Addendum 1> |
| 1. **LOCAL CONTENT REQUIREMENT**   The bidder must comply with the LOCAL CONTENT obligations as prescribed by PPPFA Regulation 2017 (Regulation 8) and National Treasury Instruction 5 of 2016/17 for designated sector, “Electrical cables products”, which prescribes a Local Content target for the designated sector of at least 90%. The local content target is applicable to the installation or replacement of electrical, telecommunications, local area network data and voice cable products. | Bidder must complete Annex B section 10.6.  **Note:** SITA reserves the right to verify the information provided. | <provide unique reference to locate substantiating evidence in the bid response – see Annex B, section 10.6 and Annex F > |

## DECLARATION OF COMPLIANCE

|  | **Comply** | **Not Comply** |
| --- | --- | --- |
| The bidder declares by **indicating with an “X”** in either the “COMPLY” or “NOT COMPLY” column that –   * 1. The bid complies with each and every TECHNICAL MANDATORY REQUIREMENT as specified in SECTION 6.2 above; AND   2. Each and every requirement specification is substantiated by evidence as proof of compliance. |  |  |

* 1. SPECIAL CONDITIONS OF CONTRACT (SCC)

# SPECIAL CONDITIONS OF CONTRACT

## INSTRUCTION

1. The successful supplier will be bound by Government Procurement: General Conditions of Contract (GCC) as well as this Special Conditions of Contract (SCC), which will form part of the signed contract with the successful Supplier. However, SITA reserves the right to include or waive the condition in the signed contract.
2. SITA reserves the right to –
   1. Negotiate the conditions, or
   2. Automatically disqualify a bidder for not accepting these conditions.
   3. Award to multiple bidders.
3. In the event that the bidder qualifies the proposal with own conditions, and does not specifically withdraw such own conditions when called upon to do so, SITA will invoke the rights reserved in accordance with subsection 7(2) above.
4. The bidder must **complete the declaration of acceptance** as per section 7.3 below by marking with an **“X”** either “ACCEPT ALL” or “DO NOT ACCEPT ALL”, failing which the declaration will be regarded as “DO NOT ACCEPT ALL” and the bid will be disqualified.

## SPECIAL CONDITIONS OF CONTRACT

1. **CONTRACTING CONDITIONS**
   1. **Formal Contract. The Supplier must enter into a formal written Contract (Agreement) with SITA.**
   2. **Right of Award.** SITA reserves the right to award the contract for required goods or services to multiple Suppliers.
   3. **Right to Audit. SITA reserves the right, before entering into a contract, to conduct or commission an external service provider to conduct a financial audit or probity to ascertain whether a qualifying bidder has the financial wherewithal or technical capability to provide the goods and services as required by this tender.**
2. **DELIVERY ADDRESS**

The supplier must deliver the required products or services at as indicated in Section 2.2, Delivery Address

1. **DELIVERY SCHEDULE**
   1. The design, supply, installation and commissioning part of the scope of work (Section 2.1) and Section 3 (Requirements) must be completed within 12 months after the contract has been awarded.
   2. The maintenance and service part of the scope of work (Section 2.1) and Section 3 (Requirements) will commence after commissioning of the systems for the period of 60 months.
   3. The Supplier is responsible to perform the work as outlined in the following Breakdown Structure (WBS):

| **WBS** | **Statement of Work** | **Delivery Timeframe** |
| --- | --- | --- |
|  | | |
|  | Design, Supply and Installation of lithium-ion battery systems for minimum battery/back-up time of 10 minutes with end of life safety factor for each UPS units at 500kVA/kW full load | TBC with Successful Bidder and limited to maximum 12months |
|  | All battery, protection devices such as DC circuit breakers on the incoming and outgoing sides to and from each battery set |
|  | Dedicated battery monitoring system, to interface with remote BMS and UPS units |
|  | DC cabling, Earthing, bonding and Cables trays, |
|  | Remedial Building Work in the Battery Room |
|  | Testing and commissioning of lithium-ion battery cabinets and UPS units |
|  | Operating manuals and final hand-over |
|  | Removal and disposal of existing VRLA batteries including stands and cabling. |
|  | Product warranty and performance guarantee on the batteries | TBC with Successful Bidder |
|  | Maintenance support and service on the UPS system inclusive of lithium-ion battery cabinets and UPS units | 60 Months |

1. **SERVICES AND PERFORMANCE METRICS**
   1. During Warranty and Maintenance periods the Supplier is responsible to provide the following services as specified in the Service Breakdown Structure (SBS):

| **SBS** | **Service Element** | **Service Level** |
| --- | --- | --- |
|  | Emergency Contact during warranty and maintenance periods | 24h x 7days x 52weeks |
|  | Incident Response during warranty and maintenance periods | Maximum 90-minutes |

* 1. During Warranty and Maintenance periods the Supplier is responsible to provide the following services on.

1. **UPS Units Maintenance Requirement**. To be completed every six months from the date of commissioning. Detailed in Annex G.
2. **Lithium Batteries Maintenance Requirement**. To be completed every six months from the date of commissioning according to OEM recommendations. The actual maintenance activities to be confirmed during handover of the new battery cabinets.
3. **SCOPE OF TECHNICAL SOLUTION**

**All the documents applicable are in the Technical Information folder Annex E:**

* 1. **Project Data Sheets**
     1. **01 - SITA Centurion UPS Lithium ion Battery System Data Sheets**

1. **SUPPLIER PERFORMANCE REPORTING**

**(a) The Supplier will report on a fortnightly basis to SITA during the design, and manufacturing phase of the project; monthly written reports are to be presented to the SITA on the progress until delivery of the equipment.**

**(b) The Supplier will report on a fortnightly basis to SITA/Client during the installation and implementation phase of the project; bi-weekly written reports are to be presented to the SITA/Client on the progress of the preceding week until installation process has been completed.**

1. **CERTIFICATION, EXPERTISE AND QUALIFICATION**

(a) **The** Supplier must be registered at the Department of Labour as an Electrical Contractor

* 1. The bidder must have executed the Supply, Installation and Commissioning of Lithium Ion Battery System for UPS Units at a Data Centre environment for one customer in the past five (5) years
  2. The Supplier, or subcontractor must be registered with Construction Industry Development Board (CIDB) with a minimum rating of 5EB PE or 5EP PE or 6EB or 6EP.
  3. The Supplier shall comply to the specifications as referred to in the special conditions of contract and submit the completed equipment data sheets for:
     1. **01 - SITA Centurion UPS Lithium ion Battery System Data Sheets**
  4. **The Supplier represents that,** 
     1. **it has the necessary expertise, skill, qualifications and ability to undertake the work required in terms of the Statement of Work or Service Definition and;**
     2. **it is committed to provide the Products or Services; and**
     3. **perform all obligations detailed herein without any unplanned interruption to the Customer.**
  5. The Supplier must provide the service in a good and workmanlike manner and in accordance with the practices and high professional standards used in well-managed operations performing services similar to the Services;
  6. The Supplier must perform the Services in the most cost-effective manner consistent with the level of quality and performance as defined in Statement of Work or Service Definition;
  7. **Original Equipment Manufacturer (OEM) or Original Software Manufacturer (OSM) work:**
     1. **The Supplier must ensure that preventative work or service on the UPS system is performed according to OEM requirements. The bidder shall indicate the potential risks of following this servicing methodology.**
     2. The Supplier must be able to access to the UPS control system for service diagnostics and possible repairs. The Supplier must have the latest software as approved by OSM **Vertiv.**

1. **LOGISTICAL CONDITIONS**
   1. **Hours of work**, 08h00 – 16h30.
   2. Provision to be made for work which will be Saturday and Sunday at the Head Office for.
   3. Provision for the installation and commissioning of the equipment to be made during scheduled downtime which will be from Friday midnight to Sunday midnight for a maximum one weekend. The Supplier to make sure all the resources, tools and equipment are available to work continuously during that period to complete all the scheduled tasks during that period.
   4. It must be noted that Centurion Data Centre is a live site, and downtimes are limited. All site services will have to be restored at the end of the scheduled downtime.
   5. The installation and commissioning that does not require downtime, those can be completed during hours in 7(a) and 7(b).
   6. In the event that SITA grants the Supplier permission to access SITA's Environment including hardware, software, internet facilities, data, telecommunication facilities and/or network facilities remotely, the Supplier must adhere to SITA's relevant policies and procedures (which policy and procedures are available to the Supplier on request) or in the absence of such policy and procedures, in terms of, best industry practice.
   7. **Tools of Trade**. The Supplier must bring their necessary tools of trade in order for them to perform their duties adequately.
   8. **On-site and Remote Support**. The Supplier must give off-site and remote support, and only when off-site support is not sufficient, then on-site support will be required upon approval by SITA representative.
   9. **Support and Help Desk**. After hours helpdesk support is required for the period of the first three months per site during weekdays including weekends and public holidays.
   10. **Designs and Approvals.** Detail design drawings shall be submitted for approval before manufacturing may start.
   11. **Manufacture and Supply.** Manufacture and delivery to Site is included in the SOW. The **Service** Provider shall be responsible for all transport risks and arranging for the necessary site access permits.
   12. **Factory Acceptance Testing.** On completion and approval of all pre-FAT documentation, the switchgear supplier will commence with the functional testing of protection schemes. The employer will be notified at least 2 weeks in advance before FAT commences to allow the employer or their representative to witness these tests. Once these tests are completed, the Employer will verify the test results and request to witness specific items.
       1. Cabinets are undamaged are square and level
       2. Doors and access panels open freely.
       3. Minimum clearance requirements have been provided around cabinets
       4. Inspect input & output switchboards to confirm the following:
       5. Correct labelling of circuit breakers & Switchboards
       6. Correct labelling of power, signal and control cables
       7. Correct settings have been applied to circuit breaker protection relay
   13. **Installation and Pre-Commissioning:** The tests shall include, but not be limited to the following:
       1. Final positions of equipment shall be agreed with the Engineer on site, prior to installation.
       2. All equipment shall be securely mounted using propriety (i.e., suited to and manufactured for such use) fixtures and fittings.
       3. The method of equipment installation shall not adversely affect the function or structural integrity of the structure to which the equipment is attached.
       4. Equipment terminals and covers shall be readily and safely accessible after installation.
       5. The method of equipment installation shall not adversely affect the IP rating of the equipment.
       6. Installation and commissioning of the equipment under this scope that require electrical power shutdown will be limited to approved change periods.
       7. Installation of the Switchboard, power cables, control cables, auxiliary cables and earthing is included. Any Civil work required to do the installation is included
       8. A Detailed SAT plan, detailing the various role players, SAT process, commissioning schedule and check sheets shall be submitted for approval 4 weeks before the actual SAT.
       9. On completion of installation (after all the equipment have been installed and set up on site), Site Acceptance Testing (SAT) shall be carried out by the Service Provider and witnessed by the Employer and the Project Manager. The SAT shall include cold and hot Commissioning.
       10. Perform a visual inspection of the installation.
       11. Record the Serial Number of the unit and any ancillary cabinets under test. Cross check against Serial Number recorded during Factory Acceptance Testing
       12. Cabinets are undamaged are square and level
       13. Connections are labelled in accordance with single line diagrams
       14. Doors and access panels open freely.
       15. Minimum clearance requirements have been provided around cabinets
       16. Connected cables have been terminated and shrouded correctly with adequate bending radii provided and suitable support brackets provided
       17. Inspect input & output switchboards to confirm the following:
           1. Correct labelling of circuit breakers & Switchboards
           2. Correct labelling of power, signal and control cables
           3. Correct settings have been applied to circuit breaker protection relays
   14. **Commissioning Requirements.** The Service Provider shall provide experienced test personnel as well as an experienced and competent test Engineer to undertake and supervise all the commissioning tests. The test Engineer shall work in conjunction with the Employer’s representatives on site and shall co-operate at all times with these representatives.
       1. Check list for cleaning of panels.
       2. All operational tests will be verified by the SITA representatives to ensure that the tests have been performed and the results were acceptable.
       3. Infra-Red scan on all the connections.
2. **SKILLS TRANSFER AND TRAINING**
   1. The Supplier must provide operators training on the proposed solution or product to technical staff and operator to enable SITA to operate and support the product or solution after implementation. The training would be informal.
3. **REGULATORY, QUALITY AND STANDARDS**
   1. **The Supplier must for the duration of the contract ensure compliance with ISO/IEC General Quality Standards, and Protection of Personal Information Act (POPIA).**
   2. **The Supplier must for the duration of the contract ensure compliance with General Quality Standards, ISO 9001**
   3. **The Supplier must for the duration of the contract ensure compliance with the project specification and listed standards:**
4. **IEC 62040-1: Uninterruptible power systems (UPS) – Part 1: General and safety requirements for UPS**
5. **IEC 62040-2: Uninterruptible power systems (UPS) – Part 2: Electromagnetic compatibility (EMC) requirements**
6. **IEC 62040-3: Uninterruptible power systems (UPS) – Part 3: Method of specifying the performance and test requirements.**
7. **IEC 60204: Safety of machinery. Electrical equipment of machines.**
8. **IEC 60269 : Low-voltage fuses.**
9. **IEC 60529 : Degrees of protection provided by enclosures (IP Code)**
10. **IEC 61558 : Isolating transformers and safety isolating transformers.**
11. **IEC 61000 : Electromagnetic compatibility (EMC)**
12. **IEC 61643-1: Low-voltage surge protective devices Part 1: Surge protective devices connected to low-voltage power distribution systems**
13. **PERSONNEL SECURITY CLEARANCE**
    1. **The Supplier personnel who are required to work with GOVERNMENT CLASSIFIED information or access government RESTRICTED areas must be a South African Citizen and at the expense of the Supplier be security vetted (pre-employment screening, criminal record screening and credit screening).**
    2. **The Supplier must ensure that the security clearances of all personnel involved in the Contract remains valid for the period of the contract.**
    3. **The Supplier must provide proof of security vetting.**
14. **CONFIDENTIALITY AND NON-DISCLOSURE CONDITIONS**
    1. **The Supplier, including its management and staff, must before commencement of the Contract, sign a non-disclosure agreement regarding Confidential Information.**
    2. **Confidential** Information means any information or data, irrespective of the form or medium in which it may be stored, which is not in the public domain and which becomes available or accessible to a Party as a consequence of this Contract, including information or data which is prohibited from disclosure by virtue of:
       1. the Promotion of Access to Information Act, 2000 (Act no. 2 of 2000);
       2. being clearly marked "Confidential" and which is provided by one Party to another Party in terms of this Contract;
       3. being information or data, which one Party provides to another Party or to which a Party has access because of Services provided in terms of this Contract and in which a Party would have a reasonable expectation of confidentiality;
       4. being information provided by one Party to another Party in the course of contractual or other negotiations, which could reasonably be expected to prejudice the right of the non-disclosing Party;
       5. being information, the disclosure of which could reasonably be expected to endanger a life or physical security of a person;
       6. being technical, scientific, commercial, financial and market-related information, know-how and trade secrets of a Party;
       7. being financial, commercial, scientific or technical information, other than trade secrets, of a Party, the disclosure of which would be likely to cause harm to the commercial or financial interests of a non-disclosing Party; and
       8. being information supplied by a Party in confidence, the disclosure of which could reasonably be expected either to put the Party at a disadvantage in contractual or other negotiations or to prejudice the Party in commercial competition; or
       9. information the disclosure of which would be likely to prejudice or impair the safety and security of a building, structure or system, including, but not limited to, a computer or communication system; a means of transport; or any other property; or a person; methods, systems, plans or procedures for the protection of an individual in accordance with a witness protection scheme; the safety of the public or any part of the public; or the security of property; information the disclosure of which could reasonably be expected to cause prejudice to the defence of the Republic; security of the Republic; or international relations of the Republic; or plans, designs, drawings, functional and technical requirements and specifications of a Party, but must not include information which has been made automatically available, in terms of the Promotion of Access to Information Act, 2000; and information which a Party has a statutory or common law duty to disclose or in respect of which there is no reasonable expectation of privacy or confidentiality;
    3. **Notwithstanding the provisions of this Contract, no Party is entitled to disclose Confidential Information, except where required to do so in terms of a law, without the prior written consent of any other Party having an interest in the disclosure;**
    4. **Where a Party discloses Confidential Information which materially damages or could materially damage another Party, the disclosing Party must submit all facts related to the disclosure in writing to the other Party, who must submit information related to such actual or potential material damage to be resolved as a dispute;**
    5. **Parties may not, except to the extent that a Party is legally required to make a public statement, make any public statement or issue a press release which could affect another Party, without first submitting a written copy of the proposed public statement or press release to the other Party and obtaining the other Party's prior written approval for such public statement or press release, which consent must not unreasonably be withheld.**
15. **GUARANTEE AND WARRANTIES**

The Supplier warrants that:

* 1. The warranty of goods supplied under this contract remains 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;
     1. 5-year product warranty,
     2. 10-year performance guarantee on the batteries
  2. as at Commencement Date, it has the rights, title and interest in and to the Product or Services to deliver such Product or Services in terms of the Contract and that such rights are free from any encumbrances whatsoever;
  3. the Product is in good working order, free from Defects in material and workmanship, and substantially conforms to the Specifications, for the duration of the Warranty period;
  4. during the Warranty period any defective item or part component of the Product be repaired or replaced within 3 (three) days after receiving a written notice from SITA;
  5. the Products is maintained during its Warranty Period at no expense to SITA;
  6. the Product possesses all material functions and features required for SITA’s Operational Requirements;
  7. the Product remains connected or Service is continued during the term of the Contract;
  8. all third-party warranties that the Supplier receives in connection with the Products including the corresponding software and the benefits of all such warranties are ceded to SITA without reducing or limiting the Supplier’s obligations under the Contract;
  9. no actions, suits, or proceedings, pending or threatened against it or any of its third-party suppliers or sub-contractors that have a material adverse effect on the Supplier’s ability to fulfil its obligations under the Contract exist;
  10. SITA is notified immediately if it becomes aware of any action, suit, or proceeding, pending or threatened to have a material adverse effect on the Supplier’s ability to fulfil the obligations under the Contract;
  11. any Product sold to SITA after the Commencement Date of the Contract remains free from any lien, pledge, encumbrance or security interest;
  12. SITA’s use of the Product and Manuals supplied in connection with the Contract does not infringe any Intellectual Property Rights of any third party;
  13. the information disclosed to SITA does not contain any trade secrets of any third party, unless disclosure is permitted by such third party;
  14. it is financially capable of fulfilling all requirements of the Contract and that the Supplier is a validly organized entity that has the authority to enter into the Contract;
  15. it is not prohibited by any loan, contract, financing arrangement, trade covenant, or similar restriction from entering into the Contract;
  16. the prices, charges and fees to SITA as contained in the Contract are at least as favourable as those offered by the Supplier to any of its other customers that are of the same or similar standing and situation as SITA; and
  17. any misrepresentation by the Supplier amounts to a breach of Contract.

1. **INTELLECTUAL PROPERTY RIGHTS** 
   1. SITA retains all Intellectual Property Rights in and to SITA's Intellectual Property. As of the Effective Date, the Supplier is granted a non-exclusive license, for the continued duration of this Contract, to perform any lawful act including the right to use, copy, maintain, modify, enhance and create derivative works of SITA's Intellectual Property for the sole purpose of providing the Products or Services to SITA pursuant to this Contract; provided that the Supplier must not be permitted to use SITA's Intellectual Property for the benefit of any entities other than SITA without the written consent of SITA, which consent may be withheld in SITA's sole and absolute discretion. Except as otherwise requested or approved by SITA, which approval is in SITA's sole and absolute discretion, the Supplier must cease all use of SITA's Intellectual Property, at of the earliest of:
      1. termination or expiration date of this Contract;
      2. the date of completion of the Services; and
      3. the date of rendering of the last of the Deliverables.
   2. If so required by SITA, the Supplier must certify in writing to SITA that it has either returned all SITA Intellectual Property to SITA or destroyed or deleted all other SITA Intellectual Property in its possession or under its control.
   3. SITA, at all times, owns all Intellectual Property Rights in and to all Bespoke Intellectual Property.
   4. Save for the license granted in terms of this Contract, the Supplier retains all Intellectual Property Rights in and to the Supplier’s pre-existing Intellectual Property that is used or supplied in connection with the Products or Services.
   5. Provide SITA with the compliant safety file.
2. **GENERAL**
   1. The supplier will be bound by Government Procurement: General Conditions of Contract.
   2. (GCC) as well as this Special Conditions of Contract (SCC), which will form part of the signed contract with the Supplier. However, SITA reserves the right to include or waive the condition in the signed contract.
   3. SITA reserves the right to:
      1. Negotiate the conditions, or
      2. Automatically disqualify a bidder for not accepting these conditions.
      3. Right to Audit: SITA reserves the right, before entering into a contract, to conduct or commission an external service provider to conduct probity to ascertain whether a qualifying bidder has the technical capability to provide the goods and services as required by this tender.
   4. “The parties in this Agreement agree that the offer price of all the equipment shall be at the wholesale price or below wholesale price as agreed with the OEM. Should, at any time during the existence of the agreement that the offered price which is higher than the wholesale price or as agreed with the OEM, SITA client shall be entitled to such wholesale price with the exclusion of the mark-up which the reseller may have charged”.

NOTE: These conditions will form part of the contract obligations and suppliers are expected to comply in order for SITA to conclude an agreement with the potential suppliers. Failure to comply during finalisation of a contract may result to disqualification.

1. **COUNTER CONDITIONS**

Bidders’ attention is drawn to the fact that amendments to any of the Bid Conditions or setting of counter conditions by bidders may result in the invalidation of such bids.

1. **FRONTING**
   1. The SITA supports the spirit of Broad Based Black Economic Empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the SITA any form of fronting.
   2. The SITA, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the bidder / contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid / contract and may also result in the restriction of the bidder/contractor to conduct business with the public sector for a period not exceeding ten (10) years, in addition to any other remedies SITA may have against the bidder/contractor concerned.
2. **BUSINESS CONTINUITY AND DISASTER RECOVERY PLANS**

The bidder confirms that they have written business continuity and disaster recovery plans that define the roles, responsibilities and procedures necessary to ensure that the required services under this bid specification is in place and will be maintained continuously in the event of a disruption to the bidder’s operations, regardless of the cause of the disruption.

1. **SUPPLIER DUE DILIGENCE**

SITA reserves the right to conduct supplier due diligence prior to final award or at any time during the Contract period and this may include pre-announced/ non-announced site visits. During the due diligence process the information submitted by the Supplier will be verified and any misrepresentation thereof may disqualify the bid or Contract in whole or parts thereof.

## DECLARATION OF COMPLIANCE

|  | **ACCEPT ALL** | **DO NOT ACCEPT ALL** |
| --- | --- | --- |
| 1. The Supplier declares to ACCEPT ALL the Special Condition of Contract as specified in section 7.2 above by indicating with an “X” in the “ACCEPT ALL” column, OR 2. The Supplier declares to NOT ACCEPT ALL the Special Conditions of Contract as specified in section 7.2 above by -    1. Indicating with an “X” in the “DO NOT ACCEPT ALL” column, and;    2. Provide reason and proposal for each of the conditions that is not accepted. |  |  |
| **Comments by Supplier:**  Provide reason and proposal for each of the conditions not accepted as per the format:  Condition Reference:  Reason:  Proposal: | | |

* 1. COSTING AND PRICING

# COSTING AND PRICING

## COSTING AND PRICING EVALUATION

1. In terms of Preferential Procurement Policy Framework Act (PPPFA), the following preference point system is applicable to all Bids:
   1. the 80/20 system (80 Price, 20 B-BBEE) for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); or
   2. the 90/10 system (90 Price and 10 B-BBEE) for requirements with a Rand value above R50 000 000 (all applicable taxes included).
2. This bid will be evaluated using the preferential point system of **80/20**, subject to the following conditions –
   1. If the lowest acceptable bid price is up to and including R50 000 000 (all applicable taxes included) then the 80/20 preferential point system will apply to all acceptable bids; or
   2. If the lowest acceptable bid price is above R50 000 000 (all applicable taxes included) then the 90/10 preferential point system will apply to all acceptable bids;
3. The Supplier must **complete the declaration of acceptance** as per section 8.3 below by marking with an “X” either “ACCEPT ALL”, or “DO NOT ACCEPT ALL”, failing which the declaration will be regarded as “DO NOT ACCEPT ALL” and the bid will be disqualified.
4. Supplier will be bound by the following general costing and pricing conditions and SITA reserves the right to negotiate the conditions or automatically disqualify the Supplier for not accepting these conditions. These conditions will form part of the Contract between SITA and the Supplier. However, SITA reserves the right to include or waive the condition in the Contract.

## COSTING AND PRICING CONDITIONS

1. **SOUTH AFRICAN PRICING**

The total price must be VAT inclusive and be quoted in South African Rand (ZAR).

1. **TOTAL PRICE**
   1. All quoted prices are the total price for the entire scope of required services and deliverables to be provided by the Supplier.
   2. The cost of delivery, labour, S&T, overtime, etc. must be included in this bid.
   3. All additional costs must be clearly specified.

**NB: SITA reserves the right to negotiate pricing with the successful Supplier prior to the award as well as envisaged quantities**.

1. **BID PRICING SCHEDULE**

Bidders **must** complete the bid pricing schedule in the Excel spreadsheet format provided and include this as part of their submission.

## DECLARATION OF ACCEPTANCE

|  | **ACCEPT ALL** | **DO NOT ACCEPT ALL** |
| --- | --- | --- |
| 1. The Supplier declares to ACCEPT ALL the Costing and Pricing conditions as specified in section 8.2 above by indicating with an “X” in the “ACCEPT ALL” column, or 2. The Supplier declares to NOT ACCEPT ALL the Costing and Pricing Conditions as specified in section 8.2 above by -    1. Indicating with an “X” in the “DO NOT ACCEPT ALL” column, and;    2. Provide reason and proposal for each of the condition not accepted. |  |  |
| **Comments by Supplier:**  Provide the condition reference, the reasons for not accepting the condition. | | |

* 1. TERMS AND DEFINITIONS

# ABBREVIATIONS

BBBEE Broad Based Black Economic Empowerment

CSD Central Supplier Database

EME Exempted Micro Enterprise

FAT Factory Acceptance Test

GCC General Condition of Contract

HVAC Heat Ventilation and Air Conditioning

ICT Information and Communication Technology

IEC International Electro-technical Commission

ISO International Standardization Organization

LV Low Voltage

N/A Not Applicable

NT National Treasury

OEM Original Equipment Manufacturer

OSM Original Software Manufacturer

POC Proof of Concept

PPPFA Preferential Procurement Policy Framework Act

QSE Qualifying Small Enterprise

RFA Request for Accreditation

RFB Request for Bid

RFP Request for Proposal

RFQ Request for Quotation

RSA Republic of South Africa

SAT Site Acceptance Test

SBD Standard Bidding Document

SCC Special Condition of Contract

SCM Supplier Chain Management

SITA State Information Technology Agency

SMME Small Medium and Micro Enterprise

TCV Total Contract Value

UPS Uninterrupted Power Supply

USD United States Dollar

VAT Value Added Tax

ZAR South African Rand

1. SUPPLIER SUBSTANTIATING EVIDENCE

# MANDATORY REQUIREMENT EVIDENCE

## ****SUPPLIER CERTIFICATION / AFFILIATION REQUIREMENTS****

1. **Attach** a copy of valid documentation (e.g letter or information) from the Department of Labour as evidence that the bidder is registered as an Electrical Contractor **here**.

## ****SUPPLIER EXPERIENCE AND CAPABILITY REQUIREMENTS****

Complete table below, noting that:

* 1. The Bidder must provide reference details from a customer to whom Supply, Installation and Commissioning of Lithium Ion Battery Systems at Data Centre was delivered.
  2. Project end-date must be current or not older than five (5) years from date this bid is advertised.
  3. Scope of work must be related.

Table 1: References

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Company name** | **Reference Person Name, Tel and/or email** | **Project Scope of work** | **Project Start and End-date** |
| 1 | <Company name>  <Site Address> | <Person Name>  <Tel>  <email> | < Provide scope details of the project for the Supply, Installation and Commissioning of Lithium-Ion Battery Systems> | Start Date:  End Date: |

## CIDB REGISTRATION REQUIREMENTS

The Bidder needs to complete and sign **ANNEX D** as evidence that the bidder, or subcontractor is registered with the CIDB with a minimum rating of 5EB PE or 5EP PE or 6EB or 6EP and **attach it here**.

## ****UPS BATTERY SYSTEM DATA SHEET****

1. **Attach** the following completed and signed Data Sheet **here**:

**01 - SITA Centurion UPS Lithium ion Battery System Data Sheets ANNEX E.**

## TECHNICAL MANDATORY, FUNCTIONAL AND SCOPE REQUIREMENTS

1. The bidder must confirm that they comply with the Technical Mandatory, Functional and Scope Requirements by completing **ANNEX C: Addendum1** and attach **it here.**

## LOCAL CONTENT REQUIREMENT

The bidder must confirm compliance to the Local Content requirements by completing the Declaration Certificate for Local Production and Content for Designated sectors in **ANNEX F** **and attach it here.**

1. Addendum 1

**NB: The bidder must confirm that they comply with the following Technical Mandatory, Functional and Scope Requirements as indicated below as this will be legal contractual binding:**

| **No** | **Service and Support (Milestones)** | **Timelines** | **Indicate**  **Comply=Yes /**  **Not Comply =No** |
| --- | --- | --- | --- |
|  | Design, Supply and Installation of lithium-ion battery systems for minimum battery/back-up time of 10 minutes with end of life safety factor for each UPS units at 500kVA/kW full load | For the duration of the contract. |  |
|  | All battery, protection devices such as DC circuit breakers on the incoming and outgoing sides to and from each battery set | For the duration of the contract. |  |
|  | Dedicated battery monitoring system, to interface with remote BMS and UPS units | For the duration of the contract. |  |
|  | DC cabling, Earthing, bonding and Cables trays, | For the duration of the contract. |  |
|  | Remedial Building Work in the Battery Room | For the duration of the contract. |  |
|  | Testing and commissioning of lithium-ion battery cabinets and UPS units | For the duration of the contract. |  |
|  | Operating manuals and final hand-over | For the duration of the contract. |  |
|  | Product warranty and performance guarantee on the batteries | For the duration of the contract. |  |
|  | 60 Months maintenance support and service on the UPS system inclusive of lithium-ion battery cabinets and UPS units | For the duration of the contract. |  |
|  | Removal and disposal of existing VRLA batteries including stands and cabling. | For the duration of the contract. |  |
|  | The Bidder must **be registered** with the Department of Labour as an Electrical Contractor. | For the duration of the contract. |  |
|  | The bidder must have executed the Supply, Installation and Commissioning of Lithium Ion Battery System for UPS Units at a Data Centre environment for one customer in the past five (5) years. | For the duration of the contract. |  |
|  | The bidder, or subcontractor must be registered with Construction Industry Development Board (CIDB) with a minimum rating of **5EB PE or 5EP PE or 6EB or 6EP** | For the duration of the contract. |  |
|  | **The Bidder must comply to the specifications by completing and submitting signed equipment data sheets:**   1. SITA Centurion UPS Lithium ion Battery System Data Sheets | For the duration of the contract. |  |
|  | **The bidder must confirm compliance to the technical mandatory, functional AND scope requirements.** | For the duration of the contract. |  |
|  | **The Supplier must ensure that preventative work or service on the UPS system is performed according to OEM requirements. The bidder shall indicate the potential risks of following this servicing methodology.** | For the duration of the contract. |  |
|  | The Supplier must be able to access to the UPS control system for service diagnostics and possible repairs. The Supplier must have the latest software as approved by OSM **Vertiv** | For the duration of the contract. |  |

I, the Supplier (Full names)………………………………………………….representing (company name)…………………………………………………………….. Hereby confirm that I comply with the above Technical Mandatory Requirements and understand that it will form part of the contract and is legally binding.

Thus done and signed at ……………………………………. On this………day of……………….20….

……………………………….

Signature

Designation:

ANNEX D: CIDB REGISTRATION REQUIREMENT

The Bidder needs to complete and sign **ANNEX D** to confirm that the Bidder, or subcontractor is registered with the Construction Industry Development Board (CIDB) with a minimum rating of **5EB PE, or 5EP PE, or 6EB, or 6EP.**

* + - 1. The Bidder needs to indicate the Bidder, or Subcontractor’s CIDB rating by ticking next to the relevant CIDB rating in the table below:

| **Service and Support (Milestones)** | **CIDB Rating** | **Bidder to Indicate**  **the Bidder, or subcontractor’s CIDB rating here** |
| --- | --- | --- |
| CIDB Rating | 5EB PE |  |
| 5EP PE |  |
| 6EB |  |
| 6EP |  |

* + - 1. The Bidder needs to provide the Bidder, or subcontractor’s CRS number in the space in the table below:

|  |  |
| --- | --- |
| **Requirement** | **Bidder, or subcontractor’s CRS Number** |
| Bidder, or subcontractor’s CRS number relating to the minimum rating of 5EB PE |  |
| Bidder, or subcontractor’s CRS number relating to the minimum rating of 5EP PE |  |
| Bidder, or subcontractor’s CRS number relating to the minimum rating of 6EB |  |
| Bidder, or subcontractor’s CRS number relating to the minimum rating of 6EP |  |

* + - 1. The Bidder confirms and will ensure compliance to the CIDB Basic Guide General Conditions of Contract for Construction Works (GCC 2004) as referred to in **Annex H** for the Bid Specification Scope of work for the duration of the contract.

Note: SITA reserves the right to verify the information.

I, the Supplier (Full names)………………………………………………….representing (company name)…………………………………………………………….. hereby confirm that the Bidder is registered with Construction Industry Development Board (CIDB) and understand that it will form part of the contract and is legally binding.

Thus done and signed at ……………………………………. On this………day of……………….20….

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

Designation:

ANNEX E: TECHNICAL INFORMATION

# TECHNICAL INFORMATION

## PROJECT DATA SHEET

* 1. **01 - SITA Centurion UPS Lithium-ion Battery System Data Sheet**

ANNEX F: LOCAL CONTENT REQUIREMENTS

# Mandatory Local Content Requirements:

12.1 The bidder must confirm compliance to the Mandatory Local Content requirements.

12.2 The following documents are attached to guide in completing the Local Content requirements:

* Document 01: Guidance Document for the Calculation of Local Content.
* Document 02: South African National Standard: Local goods, services and work – Measurement and verification of local content.

12.3 The Bidder **must** complete, sign and submit the following documents at bid closure:

* Document 03: SBD 6.2 Declaration Certificate for Local Production and content for

Designated Sectors.

* Document 04: [Annexure C](http://www.thedtic.gov.za/wp-content/uploads/IP-annex-c.pdf): Local Content Declaration.

12.4 The following Annexures should not be submitted by the bidder, however be kept by the bidder and be provide the documents upon request.

* Document 05: [Annexure D](http://www.thedtic.gov.za/wp-content/uploads/IP-annex-d.pdf): Imported Content Declaration.
* Document 06: [Annexure E](http://www.thedtic.gov.za/wp-content/uploads/IP-annex-e.pdf): Local Content Declaration.

**NOTE: Failure to complete, sign and submit the documents as requested in section 12.3 above at bid closing will result in disqualification.**

ANNEX G: UPS MAINTEANACE REQUIREMENTS

# UPS Units Maintenance Requirements

1. Where the input power to an UPS unit on site will be interrupted for more than 10 minutes, An OEM certified UPS technician must be in attendance on site to shut down and re-commission the UPS units.
2. Where personnel will work on the input power to any UPS units, and the UPS units does not require an intentional shut down, An OEM certified UPS technician must be on site to immediately re-commission the UPS units in the event of an unintentional UPS shutdown.
3. The following functions to be performed as part of the service on the UPS units:
   * 1. The UPS units per site will not be serviced at the same time. All the UPS units per site may be serviced at the same date though.
     2. The site to be transferred to generator power for the duration of the UPS service.
     3. Visual inspection of the entire UPS solution on site. Search for any exceptional environmental or other conditions that could damage or affect the performance of the UPS.
     4. Run full diagnosis test on the UPS system and record findings.
     5. Complete a functional checkout and test of the UPS diagnostic systems.
     6. Perform system and component functional tests on all UPS equipment to insure proper functioning within specified parameters.
     7. Certify the condition of all the UPS capacitors.
     8. Inspect all cabling and cable terminations internal to the UPS.
     9. Inspect all cabling and cable terminations of the power supply to the UPS.
     10. Inspect all cabling and cable terminations of the load connected to the UPS.
     11. Clean and tighten all power connections at the input and output terminals, at all circuit breakers, and at the terminal posts and fuses on the rectifier and inverter legs. Check all power cabling for abrasions and burn spots. Visually check components for signs of overheating, swelling, leaking, etc. Visually check printed circuit board alignments.
     12. Check condition of controller batteries.
     13. Check the condition of all fans and Filters.
     14. Ensure that the latest firmware relevant to the UPS unit is loaded on the system.
     15. Confirm correct /optimal parallel operation (for parallel operated units).
     16. Ensure all voltages and current readings on the rectifier, battery, inverter and output are correct, and record.
     17. Measure the Voltage to and from the UPS and indicate imbalances.
     18. Check indicator lamps, meters and controls and ensure correct operation.
     19. Check the operation of the static bypass by transferring to and from the static bypass.
     20. Clear any dust built up on the UPS, internal and external. Ensure that all system components are clean.
     21. Confirm the full and correct functioning of the UPS alarm card.
     22. Check and record the ambient temperature of the UPS equipment.
     23. Cleaning of air filters.
     24. Replace of all air filters every 12 months.
4. Record the battery charging voltage and ensure correct rating for the relevant type of battery connected to the UPS.
5. Indicate the setting of the battery charging circuit and the immediate current that will flow once the UPS input power supply is restored. The intention of this test is to ensure that the upstream circuit breakers are set to the correct values to prevent tripping of these circuit breakers once the UPS comes online.
6. Record the current load on the UPS and indicate the UPS configuration load capability.
7. Where the provided standard UPS service sheet does not provide for the recording of all the requirements specified above, the remainder of the details shall be recorded on the relevant company’s letterhead.

ANNEX H: CIDB BASIC GUIDE GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS (GCC 2004)

Refer to Attached document.