



REFERENCE: IEC/ICT-03/2023

CLOSING DATE: 11 JULY 2023

ENQUIRIES

TECHNICAL SPECIFICATIONS: Libisi Maphanga

Tel: 012 622 5589 or eMail: Maphangal@elections.org.za

ADMINISTRATIVE ENQUIRIES: Mr Vincent Qwabe

Tel: (012) 622-5576 / (012) 622-5700

TENDER IEC/ICT-03/2023

SERVICE DESCRIPTION: ACCESS POINT NAME (APN) SOLUTION

Kindly furnish the Electoral Commission with a bid for the Access Point Name (Solution) as per this tender document.

The conditions contained in the Electoral Commission's supply chain management (SCM) policy documents, preferential procurement policy documents and all other conditions stated in this tender, will apply to your submission.

This tender, as formulated, contains the relevant Electoral Commission's bid documents/forms that must be completed.

A tender briefing session will be held at 11:00 on 21 June 2023 at the Electoral Commission's National Office situated at:

Election House

Riverside Office Park

1303 Heuwel Avenue

CENTURION

Kindly submit your bid by completing the relevant forms and deposit the bid in the tender box at the Electoral Commission's address before the closing date and time as specified on page two (2).

The Electoral Commission takes no responsibility for any late bids, whatever the reason may be.

Yours sincerely

SUPPLY CHAIN MANAGEMENT

Electoral Commission

Ensuring Free and Fair Elections

Commissioners: Mr M. Moepya (Chairperson) | Mr G. Mashini | Dr N.P. Masuku | Judge D. Pillay
National Office: Election House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0157 | P/Bag X112, Centurion, 0046
info@elections.org.za | www.elections.org.za
Tel (+27) 12 622 5700

TENDER NUMBER: IEC/ICT-03/2023

SERVICE DESCRIPTION: ACCESS POINT NAME (APN) SOLUTION

CLOSING TIME: 11:00

CLOSING DATE: 11 JULY 2023

YOU ARE HEREBY INVITED TO SUBMIT A BID TO THE ELECTORAL COMMISSION OF THE REPUBLIC OF SOUTH AFRICA.

THIS TENDER DOCUMENT MUST BE COMPLETED AND ALL APPLICABLE PAGES RETURNED AS PART OF YOUR BID SUBMISSION - DO NOT RETYPE OR SUBSTITUTE THE PAGES OF THE TENDER DOCUMENT IN ANY OTHER FORM.

ALL TENDER FORMS (**PAGE 2 THROUGH TO PAGE 87**) MUST BE COMPLETED AND SIGNED IN ORIGINAL INK. THE BIDDER IS HOWEVER NOT REQUIRED TO FILL IN THE TENDER EVALUATION CRITERIA. FORMS WITH PHOTOCOPIED SIGNATURES/ INITIALS OR ANY OTHER SUCH REPRODUCTION OF DETAIL WILL BE REJECTED, RESULTING IN THE TENDER BEING DISQUALIFIED.

SUBMIT YOUR BID IN A SEPARATE SEALED ENVELOPE OR SUITABLE CONTAINER IF NECESSARY AND WRITE YOUR COMPANY NAME AS WELL AS THIS TENDER REFERENCE NUMBER (**IEC/ICT-03/2023**) ON THE ENVELOPE/ CONTAINER.

TENDERERS SHOULD ENSURE THAT BIDS ARE DELIVERED TIMEOUSLY TO THE CORRECT ADDRESS AND PLACED IN THE TENDER BOX. BID SUBMISSIONS MUST ONLY BE DEPOSITED IN THE TENDER BOX(ES) WHICH ARE IDENTIFIED AS TENDER BOX(ES) OF THE ELECTORAL COMMISSION.

TENDER SUBMISIONS MUST BE SUBMITTED BY NO LATER THAN THE CLOSING DATE AND TIME IN THE TENDER BOX SITUATED AT:

Election House

Riverside Office Park

1303 Heuwel Avenue

CENTURION

THE TENDER BOX WILL BE OPEN DURING OFFICE HOURS.

BIDS SUBMITTED IN THE INCORRECT TENDER BOX(ES) OF THE ELECTORAL COMMISSION, AND NOT IN THE BOX STIPULATED ABOVE WILL NOT BE CONSIDERED.

BIDS, AS A WHOLE OR IN PART, RECEIVED AFTER THE CLOSING DATE AND TIME ARE LATE AND WILL NOT BE ACCEPTED FOR CONSIDERATION. LATE BIDS ARE RECORDED BUT SET ASIDE.

ONLY BIDS SUBMITTED IN THE CORRECT TENDER BOX(ES) AS SPECIFIED IN THE TENDER DOCUMENT OF THE ELECTORAL COMMISSION SHALL BE ACCEPTED. BIDS SUBMITTED IN THE ADDRESS NOT SPECIFIED IN THE TENDER DOCUMENT, BY TELEGRAM, FACSIMILE, POST OR BY ELECTRONIC MEANS SUCH AS eMAIL WILL NOT BE ACCEPTED FOR CONSIDERATION.

THE ELECTORAL COMMISSION WILL PUBLISH THE AWARD OF THIS TENDER IN ACCORDNACE WITH STATUTORY REQUIREMENTS AS REQUIRED. TENDERERS SHOULD NOTE THE AWARD OF THE TENDER AS PUBLISHED. NO GENERAL NOTICES TO UNSUCCESSFUL BIDDERS WILL BE ISSUED.

THE ELECTORAL COMMISSION GENERALLY DOES NOT ISSUE LETTERS OF APPOINTMENT. SUCCESSFUL BIDDERS WILL BE REQUIRED TO SIGN A SERVICE LEVEL AGREEMENT, AND/ OR WILL BE ISSUED WITH AN OFFICIAL PURCHASE ORDER AS MAY BE APPLICABLE WHICH REPRESENTS THE 'CONTRACT' BETWEEN THE TWO PARTIES CONCERNED.

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BACKGROUND

The Electoral Commission is a permanent body established in terms of Chapter 9 of the Constitution of the Republic of South Africa and the Electoral Commission Act 51 of 1996. It is responsible for managing and administering all elections and promoting and safeguarding democracy in South Africa. Although publicly funded and accountable to Parliament, the Electoral Commission is independent of government.

In terms of Section 190 of the Constitution of the Republic of South Africa (Act 108 of 1996), the Electoral Commission must -

- Manage elections of national, provincial and municipal legislative bodies;
- Ensure that those elections are free and fair;
- Declare the results of those elections; and
- Compile and maintain a voters' roll.

Duties of the Electoral Commission as stated in Section 5 of the Electoral Commission Act require that the Electoral Commission:

- Compile and maintain a register of parties;
- Undertake and promote research into electoral matters;
- Develop and promote the development of electoral expertise and technology in all spheres of government;
- Continuously review electoral laws and proposed electoral laws, and make recommendations;
- Promote voter education;
- Declare the results of elections for national, provincial and municipal legislative bodies within seven (7) days of those elections; and
- Appoint appropriate resources in any sphere of government to conduct elections when necessary.

The Electoral Commission currently operates in approximately 270 municipal electoral offices, nine (9) provincial offices and ten (10) warehouses at national and provincial level.

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GENERAL TENDER CONDITIONS

1. These conditions form part of the tender and failure to comply with these may invalidate a bid.
2. The following definitions shall apply:
 - (a) “all applicable taxes” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
 - (b) “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad Based Black Economic Empowerment Act;
 - (c) “B-BBEE status level of contributor” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
 - (d) “bid” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations and advertised competitive bidding processes;
 - (e) “Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003); together with the Broad-Based Black Economic Empowerment Amendment Act, 2013 (Act No. 46 of 2013)
 - (f) “comparative price” means the price after the factors of a non-firm price and all unconditional discounts that can be utilised have been taken into consideration;
 - (g) “consortium or joint venture” means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
 - (h) “contract” means the agreement (including a service level agreement) that results from the acceptance of a bid by the Electoral Commission;
 - (i) “EME” means any exempted micro enterprise with an annual total revenue that is less than the prescribed threshold value;
 - (j) “firm price” means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
 - (k) “functionality” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
 - (l) “non-firm prices” means all prices other than “firm” prices;
 - (m) “person” includes a juristic person;
 - (n) “rand value” means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable duties and taxes;
 - (o) “service provider” means any individual or entity that is contracted by the Electoral Commission to render goods or services.
 - (p) “specific goal” means specific goals as contemplated in section 2(1)(d) of the Preferential Procurement Policy Framework Act, 2000

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- (q) “state” means any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act (the PFMA), 1999 (Act No. 1 of 1999), any municipality or municipal entity, provincial legislature, National Assembly or the National Council of provinces; or Parliament;
- (r) “sub-contract” means the primary bidder/contractor’s assigning, leasing, making out work to, or employing, another person to support such primary bidder/contractor in the execution of part of a project in terms of the SLA/contract.

In the event that the primary contractor/bidder is purchasing or renting goods from another entity for the purposes of rendering the services required in respect of this tender the latter shall be deemed not to be a ‘sub-contractor’; and

- (s) “total revenue” bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007; and
 - (t) “trust” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.
3. The tender forms are drafted to ensure that certain essential information is to be furnished in a specific manner. Any additional particulars shall be furnished in the enclosed questionnaire/s (where applicable) or in a separate annexure/s.
 4. The tender forms shall not be retyped or redrafted but photocopies may be prepared and used. All photocopied pages must, however, be completed and signed/initialled in original ink as stipulated.
 5. Additional offers may be made for any item in response to this tender but only on a photocopy of the applicable page/s. Additional offers made in any other manner may be disregarded.
 6. Tenders will not be qualified by the tenderer’s own conditions of tender. Failure to comply with this requirement shall invalidate the bid.
 7. Failure on the part of the tenderer to *sign/initial all applicable pages* of this tender form and thus to acknowledge and accept the conditions in writing shall invalidate the bid submission.
 8. Failure on the part of the tenderer to complete the attached forms, questionnaires and specifications document in all respects may invalidate the bid submission. Failure to complete mandatory forms/schedules shall invalidate the bid submission.
 9. All changes/ alterations in the tender document should be signed/initialled. Failure on the part of the tenderer to sign/initial any alterations and/or corrections made to information provided in this tender form may invalidate the tender submission.
 10. No correction fluid/tape or similar products will be allowed and the use thereof on any page of the tender document may invalidate your bid submission.
 11. Any changes/ alterations to pricing that are not signed/ initialled are considered material, and shall invalidate the bid submission. Correction fluid/tape or similar products will not be allowed to amend prices and the use thereof shall invalidate the bid submission.
 12. Information/detail provided on completed tender forms must be legible and ink must be used. Tender forms completed and signed mechanically, e.g. by means of a typewriter/computer or a signature/initial by means of a stamp are deemed to have been completed in original ink. Pencil must not be used as it shall lead to the disqualification of the bid submission.
 13. Tenderers shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted with regard to claims arising from the fact that pages are missing or duplicated. Incomplete bid submissions (i.e. with missing pages) shall be disqualified.

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14. Tender prices must be all inclusive, including VAT in respect of all vendors registered for VAT purposes. Non-VAT registered bidder shall not charge nor be eligible for the payment of VAT.
15. Tender prices for supplies in respect of which installation/ erection/ assembly is a requirement, shall include ALL costs inclusive of VAT on a basis of delivered on site as specified.
16. The Electoral Commission shall only accept bids at prices that are market related. In the event that a bid is deemed to not be market related the Electoral Commission reserves the right to negotiate prices in accordance with the provisions of the SCM policy in order to achieve a market related price or cancel the tender altogether.
17. National Treasury has placed an obligation on all bidders that intend doing business with government to register on its Central Supplier Database (CSD). The Electoral Commission will not contract any tenderer that is not registered on the CSD.
18. It is an absolute requirement that the tax affairs of the successful tenderer must be in order.
19. An entity's tax compliance status is indicated on the Central Supplier Database (CSD). The Electoral Commission will only contract tenderers whose tax status is compliant. This means that if a tenderer has a non-compliant tax status before the award is completed the bid will be disqualified if that tenderer's tax affairs remains non-compliant as per the provisions of National Treasury Instruction 9 of 2017/2018. It remains the bidder's responsibility to ensure that their taxes are in order, remain in order and that this is reflected on the CSD. The bidder must also ensure that all sub-contractors (if applicable) are tax compliant.
20. Bids must be submitted based on firm tender prices and delivery periods, unless otherwise stated in the bid specifications. Consequently, tenderers must clearly state whether prices and delivery periods will remain firm for the duration of the SLA/contract or not.
21. When the SLA/contract is awarded on the basis of firm prices, contract prices may be adjusted during the contract period only if:
 - (a) customs or excise duty or any other duty, levy or tax (excluding any anti-dumping and countervailing duties or similar duties), is introduced in terms of any Act or regulation; or
 - (b) any such duty, levy or tax is legally changed or abolished; and
 - (c) the onus of proof of the effect of such events is placed upon the tenderer.
22. If non-firm prices are provided for in the bid specifications, the following rules shall apply:
 - (a) In respect of any factors which demonstrably have an influence on the production cost of the supplies or the cost of rendering the services which have been tendered on the basis of non-firm prices, price adjustments which become effective during the contract period may be allowed with effect from the date of the change in cost and founded on the actual direct change in the cost as used in the calculation of the tender price, in addition to those provided for.
 - (b) Where the tenderer is the manufacturer of the supplies or the provider of the service, or where he/she/they is the accredited agent of the manufacturer or the provider, evidence in support of the price adjustments claimed shall be produced on demand.
 - (c) As an alternative, the bidder may specify a formula in the bid submission for the purpose of adjusting prices in accordance with published indices.
 - (d) Where the tenderer is not the provider of the service, or where he/she/they is not the accredited agent of the provider, any price adjustment shall be based on the increase or reduction to the tenderer in the net cost of the supplies on which the tender price was based. When any such increase or reduction in costs occurs, the tenderer shall submit copies of the quotation or price list with reference to which the tender price as calculated, as well as the revised quotation or price list on which the claim is based.

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23. Where prices are subject to exchange rate fluctuations, tenderers must take that factor into account when bidding and, where necessary, should ensure that they have taken the necessary forward cover to provide for possible price increases. When applicable, specific detail to this effect should be included in the bid submission.
24. Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
25. Unconditional discounts offered by any tenderer as part of their bid submission may be considered by the Electoral Commission at its sole discretion in the bid adjudication process. Any other discounts offered by any tenderer will be taken into consideration for payment purposes.
26. The bid specifications form an integral part of the tender document and tenderers shall indicate in the space/s provided whether the specific goods and/or services offered are according to specification or not.
27. In cases where the goods and/or services offered are not according to specification, the deviations from the specifications must be indicated. Specifications may not, however, be changed on the tender forms provided as that shall invalidate a bid submission.
28. Unless specifically provided for in the tender document, no bids transmitted by facsimile or email will be considered.
29. Tenderers are requested to promote local content as far as possible.
30. A service level agreement (SLA/contract) shall be entered into with the successful tenderer.
31. Unless otherwise stipulated, all tools/equipment needed must be supplied by the successful tenderer.
32. Any tenderer found to be influencing the tender adjudication process shall be automatically disqualified and not accepted for consideration.
33. In accordance with the Electoral Commission's policy, the Electoral Commission reserves the right to procure goods/services outside of the SLA/contract if, *inter alia*, an emergency arises; the service provider's point of supply is not situated at or near the place where services are required or, if the service provider's services are not readily available.
34. The Electoral Commission reserves the right to negotiate the extension of the SLA/contract at its sole discretion with due regard to any statutory provisions imposed by National Treasury at the time of considering such extension.
35. The Electoral Commission may, at its sole discretion, resolve to procure lesser or additional goods/services as provided through the tender should the need arise. Any such change in the scope of services shall be negotiated with the successful tenderer if and when relevant with due regard to any statutory provisions imposed by National Treasury at the time of considering such.
36. Bid submissions received by the Electoral Commission and bid evaluation, assessment and adjudication reports that may contain sensitive information relating to any specific bids are not available for perusal by the public.
37. All information supplied by the Electoral Commission will be in the strictest confidence and will remain the proprietary information of the Electoral Commission. No tenderer will be permitted to disclose any such information to any third party without the prior express consent and/or written authority and/or consent of the Electoral Commission.
38. Should the tenderer fail to comply with any of the conditions of the SLA/contract, the Electoral Commission shall be entitled, without prejudice to any of its other rights, to:
 - (a) arrange for the alternative execution of the service/s not rendered or not in conformity with the specifications of the SLA/contract; and

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- (b) recover all costs, losses or damages it has incurred or suffered as a result of the tenderer's conduct; or
 - (c) cancel the SLA/contract and claim any damages which it has suffered as a result of having to make less favourable arrangement due to such cancellation.
39. All acquisitions for goods and/or services made by the Electoral Commission are subject to the following conditions:
- (a) No variations from the terms and conditions herein contained, and no contrary stipulation by the tenderer shall be valid and binding unless confirmed by the Electoral Commission in writing.
 - (b) The Electoral Commission reserves the right to cancel any order if delivery is not made in due time and the tenderer will not be entitled to any cancellation fees.
 - (c) Part deliveries will only be accepted on prior arrangement with the Electoral Commission.
 - (d) If delivery is not met as per agreement, the Electoral Commission reserves the right to cancel the outstanding delivery, and recover all costs, losses or damages it has incurred or suffered as a result of the tenderer's conduct.
 - (e) No price adjustments shall be accepted unless stipulated in the tender document received and agreed to by the Electoral Commission. The tenderer will be obliged to sell at tendered prices.
 - (f) The award of the tender may be subjected to the negotiation of a market-related price with a bidder in accordance with the provisions of the SCM policy.
 - (g) The Electoral Commission shall not be responsible for any risk in relation to the goods before delivery.
 - (h) The Electoral Commission shall not be obliged to pay for any goods with any deviation from the agreed specification and quality.
 - (i) The Electoral Commission shall be entitled to return any goods with defects or deviations from the agreed specification without consent from the tenderer.
 - (j) The service provider shall submit a valid tax invoice where the service provider is VAT registered, or a valid invoice if the service provider is not VAT registered, conforming to tax law requirements, to the Electoral Commission. The invoice amount shall correspond with the order amount and shall be VAT inclusive, where applicable.
 - (k) Details provided on invoices issued to the Electoral Commission must correspond to the details of the service provider as registered on the Central Supplier Database (CSD). It remains the service provider's responsibility to ensure that details are correct to enable the Electoral Commission to effect any payments due to the bidder.
 - (l) Payment shall be effected within 30 days of receipt of a valid invoice/s together with a statement of the Electoral Commission's account, unless a dispute arises in respect of such invoice/s. Every effort shall be made to take advantage of special discounts.
 - (m) To avoid unnecessary delays in payment, it remains the tenderer's responsibility to ensure that banking details are correct and validated on the Central Supplier Database (CSD). The Electoral Commission will not be liable for interest accrued on overdue accounts where the tenderer has not resolved their incorrect banking details on the CSD.
40. No damages shall be claimable by the Electoral Commission in respect of any reasonable period of delay which the tenderer can prove to the satisfaction of the Electoral Commission to be directly due to unforeseen events and/or any *force majeure*.
41. If the execution of any SLA/contract entered into is likely to be delayed or is in fact being delayed on account of any reason, full particulars of the circumstances shall be immediately reported in

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writing to the contact person stated in the service level agreement (SLA/contract), and at the same time the service provider shall indicate the extension of the delivery/completion period which will then be required.

42. If information required in respect of any item in the tender document cannot be adequately inserted in the space provided, additional information may be provided on a separate sheet of paper with a clear and accurate reference to the item and page of the tender document.
43. Tenderers may, at the discretion of the Electoral Commission, be requested to submit samples or prototypes, make presentations and/or written submissions in order for the Electoral Commission to assess compliance with tender conditions and specifications.
44. Scoring in respect of this tender will be based on the provisions of the Preferential Procurement Policy Framework Act, 2000 (PPPFA) and Preferential Procurement Regulations, 2022. Only valid B-BBEE status level certificates, CIPC B-BBEE certificates or B-BBEE affidavits are acceptable, and these will be subject to verification and validation.
45. The following preference point systems are applicable to bids of the Electoral Commission:
 - (a) the 80/20 system for goods and/or services with a Rand value equal to or below R50,000,000 (all applicable taxes included);
 - (b) the 90/10 system for goods and/or services with a Rand value above R50,000,000 (all applicable taxes included); and
 - (c) if it is unclear which preference point system will be applicable, then either the 80/20 or the 90/10 preference point system will apply and the lowest acceptable bid will be used to determine the applicable preference point system.
46. **The value of this tender is estimated to not exceed R50,000,000 (all applicable taxes included) and therefore the 80/20 scoring system shall be applicable.**
47. Preference points for this bid shall be awarded for:
 - (a) Price (80 or 90 as applicable); and
 - (b) Specific goal(s) (a maximum of 20 or 10 as applicable).
48. A maximum of 80 or 90 points is allocated for price on the following basis:

$$80/20 \text{ or } 90/10 \quad P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

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

49. In terms of Regulation 3(b) and 5(2) of the Preferential Procurement Regulations, 2022 preference points must be awarded to a tenderer for specific goal(s) in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points 80/20	Number of Points 90/10
1	20	10
2	18	9
3	14	6
4	12	5
5	8	4
6	6	3

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7	4	2
8	2	1
Non-compliant contributor	0	0

50. Tenderers who qualify as exempted micro enterprises (EMEs) in terms of the B-BBEE Act and its codes must submit a CIPC B-BBEE certificate or B-BBEE sworn affidavit (with the exception of sector codes).
 - (a) For EMEs falling under a sector charter, the tenderer must submit a B-BBEE document in compliance with the applicable sector code.
51. Tenderers who qualify as qualifying small enterprises (QSEs) in terms of the B-BBEE Act and its codes must submit a B-BBEE sworn affidavit or B-BBEE status level certificate as applicable.
 - (a) QSEs with at least 51% black ownership must submit a B-BBEE QSE sworn affidavit.
 - (b) QSEs with 50% or less black ownership must submit their valid B-BBEE status level certificate, issued by a Verification Agency accredited by South African Accreditation System (SANAS) substantiating their B-BBEE claims. A black-owned QSE may be measured in terms of the QSE scorecard should it so choose and therefore may also provide a valid B-BBEE status level certificate issued by a Verification Agency accredited by SANAS substantiating their B-BBEE claims.
52. Tenderers other than EMEs or QSEs must submit their valid B-BBEE status level certificate issued by a Verification Agency accredited by South African Accreditation System (SANAS), substantiating their B-BBEE claim.
53. Failure on the part of a tenderer to submit a sworn affidavit, or a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) together with the bid, will be interpreted to mean that preference points for specific goals are not claimed.
54. In order to validate the credibility of the information recorded on the B-BBEE verification certificate, sworn affidavit or CIPC B-BBEE certificate the Electoral Commission requires all applicable supporting documents.
55. An incorporated joint venture will qualify for points for its B-BBEE status level as a legal entity, provided that the entity submits its B-BBEE status level certificate.
56. A trust, consortium or unincorporated joint venture will qualify for points for its B-BBEE status level as an unincorporated entity, provided that the entity submits its consolidated B-BBEE status level certificate as if it were a group structure and that such a consolidated B-BBEE status level certificate is prepared for every separate bid.
57. Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialised scorecard contained in the B-BBEE Codes of Good Practice.
58. Start-ups that are EMEs but wish to tender for contracts of R10 million in value or above, must be verified using the QSE scorecard. For tenders of R50 million in value or above start-ups must be verified using the generic scorecard.
59. A person will not be awarded points specific goals if it is indicated in the bid document that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for.
60. A person awarded a SLA/contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned.
61. The Electoral Commission reserves the right to require of a tenderer, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preference points,

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in any manner required by the Electoral Commission. In the event that no response is received from the issuer of the certificate after 48 hours or the tenderer, no specific goal points will be allocated in the final scoring.

62. A tenderer who's bid is acceptable will be awarded a contract based on lowest acceptable bid, which is market related, subject to section 2(1)(f) of the PPPFA, in addition to complying with all the other requirements, such as, meeting the technical specifications and satisfying the Electoral Commission's due diligence audit requirements which entails confirmation of the bidder's capacity, capability and ability to render the goods/services in accordance with the tender conditions/ specifications.
63. Points scored will be rounded off to the nearest 2 decimal places.
64. In the event that two or more bids have scored equal total points, the successful bid will be the one scoring the highest number of points for specific goals.
65. Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.
66. Any legal person may make an offer or offers in terms of this invitation to bid.
67. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the tenderer or his/ her authorised representative declare his/ her position in relation to the evaluating/ adjudicating authority, where:
 - (a) the tenderer is employed by the state; and/or
 - (b) the legal person on whose behalf the bidding document is signed, has a relationship with persons/ a person who are/ is involved in the evaluation and/ or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and/ or adjudication of the bid.
68. The Public Service Administration Management Act 11 of 2014 prohibits public servants from conducting business with the state or being a director of a public or private company that conducts business with the state. This Act will take effect on a date still to be determined by the President. Should your bid be submitted on a date after such determination by the President, you may be disqualified in terms of this Act.
69. The Electoral Commission may cancel the tender for reasons that may include *inter alia*:
 - (a) Changed circumstances – There is no longer a need for the goods/services.
 - (b) Funds are no longer available to cover the total envisaged expenditure.
 - (c) No acceptable bid is received.
 - (d) There is a material irregularity in the tender process.
 - (e) If the price offered by a tenderer scoring the highest points is not market-related.
70. This bid is subject to the Preferential Procurement Policy Framework Act, 2000 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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BID SUBMISSION

This standard bidding document must be completed by the tenderer and forms part of all bids.

In the case of a consortium or joint venture, every member of the consortium or joint venture must complete the questionnaire.

In the case of subcontractors, where more than 25% of the work will be done by such subcontractor/s each subcontractor must complete the mandatory tender forms (pages 14 to 23).

Separate forms must be used in each case.

Failure to complete and sign/initial all pages of this document in original ink shall invalidate your bid.

Where space provided is insufficient, annexes must be submitted with the relevant information.

False documents and/or the omission of information may invalidate your bid.

The form serves as a declaration to ensure that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

Any bid may be disregarded if the tenderer or any of its directors or shareholders has:

- abused the Electoral Commission's supply chain management system;
- committed fraud or any other improper conduct in relation to such system; or
- failed to perform on any previous contract.

Prospective tenderers must register on the National Treasury Central Supplier Database (CSD) prior to submitting their bids. Failure to register on the CSD shall invalidate your tender.

A tenderers tax affairs must be in order to be considered in the adjudication of this tender. A tenderer's tax compliance status is reflected on the national treasury central supplier database (CSD).

A tenderer's tax compliance status shall apply as it was at the time of the award of the tender. The tender shall only be awarded to a tenderer that is tax compliant. The electoral commission verifies tax status against the CSD. Any bid with a non-compliant tax status shall be rejected at the time of the award of the tender. Tax non-compliant tenderers are, therefore, encouraged to continuously monitor their tax compliance status on the CSD and must ensure that their status reflects as tax compliant. tenderers must resolve any pending tax issues with SARS timeously as it takes time for status changes to be effected from the SARS Tax Compliance System (TCS) to the CSD.

Although not all the information requested hereunder might be relevant to the specific requirements of this tender, you are requested to complete the document with as much relevant detail as possible.

The information may be used during the bid evaluation process of the tender.

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TENDER QUESTIONNAIRE

Important note: Where more space is required for additional information please use photocopies of the applicable page/s. However, all pages **must** be completed and signed in original ink.

1. Name of business entity (tenderer):
2. Company CIPC registration number (if applicable):.....
3. Central Supplier Database (CSD) registration number:

M	A	A	A							
---	---	---	---	--	--	--	--	--	--	--

Your unique registration number as provided above will be used to capture your company details as a vendor to the Electoral Commission. The Electoral Commission will draw your registration detail and tax compliant status from the National Treasury Central Supplier Database (CSD) and any changes (including banking details) you effect to your registration on the CSD will automatically update your registration as a vendor to the Electoral Commission. Detail provided on invoices issued to the Electoral Commission must correspond to the detail of your company as registered on the CSD. It remains your responsibility to ensure that details are correct to enable the Electoral Commission to effect any payments due to you.

4. Contact person (person representing tenderer):
5. Contact number:
6. Cellphone number:
7. eMail address:.....
8. Physical address of tenderer:
.....
.....

.....Postal Code:

9. Type of Company/Enterprise [TICK APPLICABLE BOX]

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/ sole propriety
- ☐ Close corporation (CC)
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ Company (Pty) Ltd
- ☐ Non-Profit Company
- ☐ State Owned Company
- ☐ Other _____

10. Describe Principal Business Activities
.....

11. Company Classification [TICK APPLICABLE BOX]

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional
- ☐ Other, e.g. transporter, *et cetera*. _____

12. Total number of years the company/firm has been in business:.....

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13. The names of directors/ members of companies are drawn from the Central Supplier Database (CSD). Please provide the detail of any directors/ trustees/ shareholders/ members/ partners or any person having a controlling interest and their individual identity numbers that do not appear on your CSD registration in the table below.

Full Name	Identity Number	Designation

14. Enterprise size Classification (Tick one applicable to your company):

EME	
QSE	
Generic	

15. Please stipulate the B-BBEE status level of contribution as it appears on the certificate/affidavit for your entity

16. Is the entity an exempted micro enterprise (EME) for the purposes of the Preferential Procurement Regulations, 2022?

17. Has a B-BBEE status level verification certificate/affidavit been submitted?

YES		NO	
YES		NO	

18. If yes, who issued the certificate?

A verification agency accredited by the South African National Accreditation System (SANAS)	
Commissioner of Oaths in the case of an applicable sworn affidavit	
CIPC	

All tenderers must submit sworn affidavits or status level certificates together with their bid documentation in support of and confirming the B-BBEE status level indicated above. Failure to submit the affidavit or certificate will result in a tenderer being deemed as a non-compliant contributor and a status level of zero (0) will be allocated.

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19. Compulsory supporting documents for B-BBEE claims

OWNERSHIP	DOCUMENTS REQUIRED
Black ownership Black female ownership	B-BBEE Status level certificate/ CIPC B-BBEE certificate/ B-BBEE sworn affidavit Proof ownership (share certificates for companies/ CK1 or CK2 for CCs) IDs for all owners
Black people with disabilities	Completed form EEA1 Doctor's letter confirming disability
Financial year end and Ex Officio confirmation	Disclosure certificate not older than 3 months

All tenderers must submit sufficient supporting documents together with their bid documentation in support of and confirming the specific goals claimed above. Failure to submit the documents will result in a tenderer being deemed as non-compliant and zero points (0) will be allocated for specific goals. If the tenderer is owned by juristic persons, proof of ownership must be submitted for all entities until all natural persons are accounted for.

20. Questionnaire to foreign bidders:

Are you the accredited representative in South Africa for the goods/ services/ works offered? [If YES, enclose proof]

Are you a foreign based supplier for the goods/ services/ works offered? [If YES, answer the questionnaire below]

Is the entity a resident of the republic of South Africa (RSA)?

Does the entity have a branch in the RSA?

Does the entity have a permanent establishment in the RSA?

Does the entity have any source of income in the RSA?

Is the entity liable in the RSA for any form of taxation?

YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	

If the answer is "NO" to all of the above, then it is not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS) and if not register via e-Filing through the SARS website www.sars.gov.za.

21. Legal status of tenderer (tick one box)

Principal tenderer		
Subcontractor	% of work will be subcontracted*
Consortium		
Joint venture (JV)		
Other, specify		

In the case of subcontractors, where more than 25% of the work will be done by such subcontractor/s, each subcontractor must complete the tender questionnaire as well as the bidder's

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disclosure (SBD4).

Separate forms must be used in each case.

The tax affairs of subcontractors must also be in order on the Central Supplier Database (CSD).

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

22. Employment Equity Act (EEA) (Chapter VI – General Provisions: State Contracts)

23. In terms of Section 53(1) of the EEA every employer that makes an offer to conclude an agreement with any organ of state for the furnishing of suppliers or services to that organ of state or for the hiring or letting of anything:

23.1 must-

- (i) if it is a designated employer, comply with Chapters II and III of this Act; or
- (ii) if it is not a designated employer, comply with Chapter II of this Act; and

23.2 attach to that offer either-

- (i) a certificate in terms of subsection (2) which is conclusive evidence that the employer complies with the relevant Chapters of this Act; or
- (ii) a declaration by the employer that it complies with the relevant Chapters of this Act, which, when verified by the Director-General, is conclusive evidence of compliance.

24. In terms of Section 53(2) of the EEA an employer referred to in subsection (1) may request a certificate from the Minister confirming its compliance with Chapter II, or Chapters II and III, as the case may be.
25. In terms of Section 53(3) a certificate issued in terms of subsection (2) is valid for 12 months from the date of issue or until the next date on which the employer is obliged to submit a report in terms of section 21, whichever period is the longer.
26. In terms of Section 53(4) a failure to comply with the relevant provisions of this Act is sufficient ground for rejection of any offer to conclude an agreement referred to in subsection (1) or for cancellation of the agreement*.

* Statutory regulations may require that supplies and services shall not be procured for and on behalf of the State, unless an employer has attached to its offer a certificate in terms of Section 53(l)(b)(i) or a declaration in terms of Section 53(l)(b)(ii) of the Employment Equity Act.

27.	Is your company a designated employer in terms of the Employment Equity Act (EEA)? (Act 55 of 1998)	YES		NO	
28.	Does your company comply with Chapter III of the Employment Equity Act? (Act 55 of 1998)	YES		NO	EXEMPT

29. In respect of the EEA requirements above, please attach either:

29.1 A certificate in terms of Section 53(2) of the EEA which is conclusive evidence that the employer complies with the relevant Chapters of the EEA; or

An employer may request a certificate from the Minister confirming its compliance with Chapter II, or Chapters II and III, as the case may be.

29.2 A declaration by the employer that it complies with the relevant Chapters of the EEA, which, when verified by the Director-General, is conclusive evidence of compliance.

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30. Important: The EEA requirements stipulated in paragraphs 21.2, 27.1 and 27.2 will come into effect once the President has approved the Employment Equity Amendment Bill (B14 – 2022).
31. Tenderers must monitor developments around the EEA in order to be informed of any changes in the statutory requirements.
32. In the event of subcontractors being used to render the services required in terms of this tender, the principal tenderer must complete the schedule below in order to clearly indicate which entities will be subcontracted as well as the percentage of work to be subcontracted to each of these entities in relation to the total value of the contract.

Name of Company to be Subcontracted	% Value of Total Contract Allocated to Subcontractor
Total % of Work to be Sub-contracted* %

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

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FINANCIAL INFORMATION

33. What is the company's annual average turnover during the previous three financial years or such lesser period during which the business has been operating?

Financial Year (e.g. 2021, 2022, 2023)	Annual Turnover	Gross Asset Value	Net Asset Value
	R	R	R
	R	R	R
	R	R	R
	R	R	R

34. Please provide the following figures in respect of the most recent audited financial statements:

Figures are provided for the audited financial statement of (State Year)

- o Total current assets R.....
- o Inventory R.....
- o Prepaid expenses R.....
- o Current liabilities R.....

35. Is your company listed on the Stock Exchange?

YES		NO	
-----	--	----	--

36. Are the prices quoted firm for the full period of the contract?

YES		NO	
-----	--	----	--

If the tender prices are not firm for the full period, provide details against the appropriate category(s) below:

Non-firm prices, i.e. prices linked to statutory adjustments and other proven adjustments.

YES		NO	
-----	--	----	--

Explanation:

Prices linked to fixed period adjustments.

YES		NO	
-----	--	----	--

Prices linked to escalation formula adjustments.

YES		NO	
-----	--	----	--

Explanation: Note that for the purpose of price comparisons, the actual price inclusive of VAT that the Electoral Commission will have to pay over the contract period will be used, unless otherwise stipulated in the detailed specifications

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DELIVERABLES AND GUARANTEES

37. Is the delivery period stated in the tender firm?

YES		NO	
-----	--	----	--

38. Do you confirm that the required goods/services are guaranteed in terms of any specific guarantees that may be required in the bid specification?

YES		NO	
-----	--	----	--

39. Are you the accredited representative in the Republic of South Africa of the manufacturer of the equipment offered by you?

YES		NO	
-----	--	----	--

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BIDDER'S DISCLOSURE AND DECLARATION (SBD4) INCLUDING POPIA CONSENT

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this disclosure, declaration and provide consent in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's Declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

YES	NO
-----	----

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest¹ in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES	NO
-----	----

- 2.2.1 If so, furnish particulars:

.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES	NO
-----	----

- 2.3.1 If so, furnish particulars:

.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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3. POPIA Consent

3.1 Consent to Process Information According to the Protection of Personal Information Act (POPI Act) - POPIA

- a) By participating in tenders of the Electoral Commission a bidder gives consent and accepts that the information they provide will be used for purposes of evaluation and adjudication of bids. This includes use of the data provided by a bidder to perform due diligence checks involving the collection of personal data from third parties (e.g. clients of the bidder(s), SARS, CIPS) to validate claims and to gather important information for the purpose of evaluation and adjudication of this bid. This may include the collection of publicly available data.
- b) By participating in the bid the bidder gives consent and accepts that the Electoral Commission may use personal data to investigate potential risk such as fronting, criminal conduct, unethical conduct for the protection of its rights and for the purpose of evaluation and adjudication of this bid. The Electoral Commission may also share personal data with relevant authorities for investigation of criminal conduct and for other lawful purpose.
- c) The bidder accepts that the Electoral Commission may share their personal data with third parties to support its internal and external audit processes.
- d) The bidder acknowledges that their personal data will be kept confidential and will be used for the purpose intended for a bid and will not be shared with third parties for unrelated or unlawful purposes. In addition, the information will be handled in line with record retention guidelines and be disposed of when the timelines in the guidelines have been reached. Any request for deletion of personal information will be acceded to in line with legislative requirements. Should such deletion impact on the evaluation, adjudication, awarding and contract phases a bidder will be informed and such impact effected.

4. Declaration

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 4.1 I have read and I understand the contents of this disclosure and declaration.
- 4.2 I understand that the accompanying bid will be disqualified if this disclosure and or declaration is found not to be true and complete in every respect.

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- 4.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 4.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 4.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 4.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 4.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 4 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/2022 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

In addition to the above I, the undersigned, in submitting the accompanying bid in response to the invitation for the bid made by The Electoral Commission do hereby make the following statements that I certify to be true and complete in every respect.

I certify, that:

1. I have read and I understand the contents of this disclosure and declaration as well as consent to the provisions set out in respect of the Protection of Personal Information Act (POPIA).
2. I certify that the information furnished in this bid submission, which includes the information stated in respect of the applicable SBD forms, is true and correct. I accept that the Electoral Commission may reject the bid or act against me should this declaration be found not to be true and complete in every respect.
3. Each person whose signature appears on the accompanying bid has been authorised by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder.
4. I hereby bid to render all or any of the services described in the attached documents to the Electoral Commission on the terms and conditions and in accordance with the specifications stipulated in the tender documents (and which shall be taken as part of, and incorporated into, this tender) at

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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the prices including VAT and on the terms regarding time for delivery and/or execution inserted therein.

5. I agree that:
 - a) the offer herein shall remain binding upon me/us and open for acceptance by the Electoral Commission during the validity period indicated and calculated from the closing time of the tender;
 - b) this tender and its acceptance shall be subject to the terms and conditions contained in the general tender conditions of the Electoral Commission with which I am/we are fully acquainted;
 - c) I/we agree that my/our bid shall be valid for a period of 180 days; and
 - d) the law of the Republic of South Africa shall govern the contract created by the acceptance of my/our bid.
6. I furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our bid, that the price(s) and rate(s) quoted cover all the work/item(s) specified in the tender documents and that the price(s) and rate(s) cover all my/our obligations under a resulting contract/service level agreement and that I/we accept that any mistakes regarding price(s) and calculations will be at my/our risk.
7. I hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me/us under this agreement as the Principal(s) liable for the due fulfilment of this contract.
8. I agree that any action arising from this contract may in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any sentence of judgement which may be pronounced against me/us by a court of law as a result of such action.
9. Confirmation is granted that SARS may, on an ongoing basis during the contract term, disclose my/our (including that of subcontractors, partners and undisclosed principals) tax compliance status to the Electoral Commission for purposes of verifying my/our tax compliance status with SARS.
10. Notice has been taken of the tender document including all the relevant forms and the General Tender Conditions contained in this tender document, the content of which is understood.
11. It is confirmed that the required tender forms have been completed in full and signed.

.....
Name and Surname in Print

.....
Signature

.....
Position

.....
Name of Bidder (Bidding Entity)

Date.....

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PENALTIES

1. PENALTIES AS PER THE Preferential Procurement Regulations, 2022

If the Electoral Commission is of the view that a tenderer submitted false information regarding a specific goal it will follow the prescriptions as per regulation 9 and if the Electoral Commission concludes that such information is false it may -

- disqualify the tenderer or terminate the contract in whole or in part; and
- if applicable, claim damages from the tenderer.

2. PENALTIES AS PER THE B-BBEE ACT

It is contrary to the B-BBEE Act for a measured entity to trade with an invalid/ inconclusive or incorrect B-BBEE verification certificate, sworn affidavit or CIPC certificate.

Trading with an invalid or fraudulent B-BBEE certificate or sworn affidavit/ CIPC certificate may constitute an offence in terms of section 13O(1)(a) of the B-BBEE Act, which states that a person commits an offence if that person knowingly misrepresents or attempts to misrepresent the B-BBEE status of an enterprise, and the B-BBEE Commission may institute an investigation in terms of section 13J of the B-BBEE Act.

In addition, section 13A of the B-BBEE Act has empowered organs of state to cancel any contract or authorisation awarded on account of false information knowingly furnished by or on behalf of an enterprise in respect of its B-BBEE empowerment status.

If an entity is found to have violated the B-BBEE Act, the B-BBEE Commission is empowered to act accordingly as guided by the B-BBEE Act and this can result in the entity that violated the B-BBEE Act to be fined up to 10% of its annual turnover, and individuals involved could be imprisoned for up to 10 years, and/ or fined. Specifically, the offence under section 13O (2) could lead to imprisonment of up to 12 months, or a fine, or both the fine and imprisonment.

In terms of section 13O (2) a procurement officer or any official of an organ of state who becomes aware of the commission of, or attempt to commit any offence referred to under section 13O (1) and fails to report it, is guilty of an offence.

Any person convicted of an offence in terms of the BBEEA may not, for a period of 10 years from the date of conviction, contract or transact any business with any organ of state or public entity and must for that purpose be entered into the register of tender defaulters which the National Treasury maintain for that purpose.

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BID EVALUATION

IMPORTANT NOTICE:

The under-mentioned requirements form an integral part of the bid assessment and bid evaluation processes that will be followed by the Electoral Commission. Please note that bids that do not conform to the primary compliance requirements indicated in Section A will not be considered. The bid evaluation requirements below must be read together with the bid evaluation criteria that may form part of the bid specifications.

A Acceptance or Rejection of Bid (Primary Compliance Verification)

Legality of bid document:

The following shall lead to disqualification:

- Non-compliance with tender rules
- Failure to attend a compulsory briefing session (if applicable).
- Failure to return all pages of the tender document that must be signed/initialled.
- Failure to complete tender forms in original ink.
- Failure to sign/ initial all applicable pages of the tender document. Signing of the Bidder's Disclosure and Declaration is deemed equivalent to signing that specific page and/or signing the page represents signing the Bidder's Disclosure and Declaration.
- Any changes/ alterations to pricing that are not signed/ initialled and/ or the use of correctional fluid/ tape or any similar product in respect of pricing in the tender document.
- Any changes to the tender specifications (unless formally agreed to by the Electoral Commission and recorded as such before the closure of the tender).
- Failure to complete and sign all affidavits, certificates, declarations and annexures contained in the tender in original ink.
- Failure to register on the Central Supplier Database (CSD).
- A non-compliant tax status

The following may lead to disqualification:

- Failure to sign/initial any other alterations and/or corrections to the information submitted by the tenderer, which the Electoral Commission may consider to be material.

Incomplete bid submission:

The following shall lead to disqualification:

- Rates and prices – schedules not completed as required.
- Failure to submit obligatory written proposals/ explanations/ samples/ prototypes/ certificates or similar requirements.
- In respect of subcontractors (>25%) or joint ventures or consortiums, failure to complete and submit the required tender forms (pages 14-24 of the tender document) or to submit evidence that your tax affairs are in order.

B Bid Evaluation

Inability to evaluate the tender:

- Incomplete schedule of rates and prices.
- Prices and information not furnished as specified and/ or required.
- Incomplete written proposals/ submissions where required.

Bids that qualify for bid evaluation purpose shall be subjected to the bid evaluation criteria as set out in the bid specifications.

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Such bid evaluation shall include assessment and evaluation of the bidder's disclosure.

Tenderers should note that ALL information requested in terms of the bid submission is required and may be used for bid evaluation purposes.

General questionnaire (for completion by the tenderer) to ensure compliance with tender requirements/ rules/ conditions/ specifications:

Question	If YES, Mark YES*	If NO, Mark NO*
Are you duly authorised to sign the tender?		
Has the <i>Bidder's Disclosure</i> and <i>Declaration</i> been completed and signed?		
Have separate forms (pages 14-24) been completed for each member of a consortium, joint venture or subcontractor as specified in the tender document?		
Is the tender document complete – i.e. are all pages as well as compulsory returnables included/returned with your bid submission?		
The use of pencil to complete the tender forms will invalidate your bid. Have all applicable pages of this document been completed and signed or initialled in original ink by the signatory of the tender document?		
Have all corrections/alterations to information and or prices made on this document been certified/signed/initialled by the signatory of the tender document?		
Have you noted that the use of correction fluid/tape or any such products to amend prices shall invalidate your bid submission?		
Is your company (and any potential subcontractors) registered on the Central Supplier Database (CSD)? Please include a copy of your registration form in your bid submission.		
Are your tax affairs in order and reflected as being compliant on the Central Supplier Database (CSD)? As such, have you noted that your bid may be rejected at the time of awarding this tender if your tax status is non-compliant on the CSD?		
Have the General Tender Conditions been noted?		
Have the Bid Evaluation Criteria been noted?		
Has the Scope of Services been noted?		
Have prices been quoted VAT inclusive?		
Have a comprehensive written proposal and/or samples/ certificates/ <i>et cetera</i> as called for in this tender been prepared and submitted with the tender document?		

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SOUTH AFRICA

Bid Specifications

TENDER IEC/ICT-03/2023

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1 Introduction

- 1.1 The Electoral Commission (IEC) seeks to procure an Access Point Name (APN) solution on a fluctuating consumption basis to cater for up to 65,000 connected device. The IEC currently has around 41,200 devices that have SIM Cards and use the current APN solution. This is made up of 40,000 Voting Management Devices (VMDs) and around 1,200 laptops.
- 1.2 The new solution should be flexible and be able to provide for between 2 500 (two thousand five hundred) and 65,000 (sixty-five thousand) connected devices (laptops and VMDs) subject to IEC's operational needs that are influenced by the highly cyclical nature of the election management business.
- 1.3 The solution required must provide mobile internet connectivity through the GSM network or any other available technology across the whole country. The IEC has a network of approximately 23 000 voting stations across the whole country, which are used for voter registration and other elections processes, in addition, the IEC runs targeted communication and registration campaigns anywhere anytime, it is important therefore for access and coverage to be across the whole country and where required the solution must enable roaming on other available networks. The coverage should be at least 3G or equivalent.
- 1.4 The IEC therefore invites Network Service Providers with ICASA's Individual Electronic Communication Network Services (I-ECNS) or Individual Electronic Communication Services (I-ECS) and having their own networks to bid on this tender. Whereas the specification is based on a GSM network, other supplementary communication technologies for example radio, satellite or a combination of technologies, will be considered especially in areas where the coverage of GSM is below 3G or non-existent.

2 Background Information

- 2.1 The Electoral Commission is a constitutional institution reporting directly to Parliament. In line with its mandate, the Electoral Commission manages the national, provincial and municipal elections, ensures that those elections are free and fair, and declares the results within a prescribed period. The Electoral Commission was established in terms of the Electoral Commission Act (51 of 1996), which sets out the composition, powers, functions and duties of the Electoral Commission. The Commission aims to continuously entrench the Electoral Commission as the focal point in the delivery of cost effective, free and fair elections. This is not only the core of its constitutional mandate, but also an important factor in its interaction with other Chapter 9 and associated institutions and other election management bodies.
- 2.2 The Electoral Commission derives its mandate from the Constitution of the Republic and the Electoral Commissions Act of 1996. The objects of the Commission, as defined in section 4 of the Electoral Commission Act, 1996, are to strengthen constitutional democracy and promote democratic electoral processes. In addition to the provisions in the Electoral Act, the Municipal Electoral Act 2000 (Act 24 of 2000) deals with the specific nature of local government elections.
- 2.3 South Africa's national and provincial elections take place every five years. Voters vote for a political party, not individuals although this will change with the recently signed Electoral Amendment Act. The political party then gets a share of seats in Parliament in direct proportion to

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the number of votes it got in the election. Each party then decides on members to fill the seats it has won. This is called a proportional representation (PR) voting system.

- 2.4 Municipal elections take place every five years. A mixed or hybrid system, making use of both the ward system, individuals and the proportional representation (PR) system, is used for municipal elections
- 2.5 By-elections take place within 90 days after a municipal ward council seat becomes vacant due to death, expulsion or resignation of a ward councillor.
- 2.6 The Electoral Commission has been using about 40,000 Voting Management Devices for Voter Registration and to support the elections processes since 2021. Employees of the Electoral Commission have also been equipped with around 1,200 laptops for use in and out of the office. These devices are connected to the Electoral Commission's back-end systems via a private Access Point Name (APN) when they are in the field. The contract with the current service provider comes to an end at the end of June 2023 and this tender aims to replace the said contract.
- 2.7 The Electoral Commission requires a usage based APN solution for a period of 3 years. The contract must also allow the addition of more SIM cards to accommodate more Voting Management Devices (VMDs) when they arrive or the addition of more laptops to the network. At the same time, when it is a non-election year, the numbers of connected devices can be reduced accordingly. Therefore, the IEC must be able to adjust the number of connected devices during the contractual period without incurring any financial penalties or functionality losses.
- 2.8 The Electoral Commission uses approximately 23,000 voting stations spread across the country, from metropolitan areas, townships, small towns, villages to farming areas. For the purposes of bid adjudication, a list of 35,597 past and present voting stations is attached in Appendix E. With targeted communication and registration campaigns, the Electoral Commission goes anywhere in the country to educate and register voters using laptops and Voting Management Devices (VMDs). The IEC is therefore looking for a solution that has a nationwide 3G-and-above coverage and where there is no coverage, the bidder must propose alternative temporary connectivity measures as and when the IEC visits such areas.
- 2.9 The IEC has invested extensively in ICT technologies, which provide a platform to effectively support and enable its business processes and to meet its goal of providing a free and fair election process in an open and transparent environment. The IEC's ICT Department intends to continue running a highly efficient, secure and stable ICT environment making full use of industry standards, best practices and disciplines based upon stable, secure and reliable technologies.

3 Technical Specifications

- 3.1 It must be noted that the technical specifications below are the minimum requirements; the only deviation that may be accepted will be in case where the bidder's specification is better. Anything below specification will be disqualified.
- 3.2 The Electoral Commission seeks to acquire an Access Point Name (APN) solution to securely connect the Voting Management Devices (VMDs) and laptops to the IEC's network. The solution must cater for up to 65,000 connected devices. Although for this tender adjudication purposes, a consumption based model will be used, the bidder is also required to provide bundle rates. The

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IEC reserves the right to select either of the two models in the final contract determination. For bundle rates, the Electoral Commission would prefer a bidder who can provide unlimited bundles.

- 3.3 The coverage must be extensive allowing the IEC to provide services everywhere in the country. Where the coverage is poor, it is expected that the service provider will provide alternative connectivity mechanisms.
- 3.4 The required APN services and solution should provide for the following:
 - 3.4.1 A private APN facility to provide the Electoral Commission with 3G-or-up connectivity for between 2,500 (two thousand five hundred) – 65,000 (sixty-five thousand) devices.
 - 3.4.2 An online APN Management solution and platform to manage the SIM cards (provision new SIM cards, check or restrict data usage, suspend or un-suspend a SIM card etc.) and draw usage reports per SIM card or collective period reports. The APN management solution must be responsive and have up to date information in regards to SIM cards data usage. The solution must also allow for different levels of access from viewing to being able to update the information on the database.
 - 3.4.3 An online call management solution to log calls, track their progress and draw reports. The solution together with the IEC's internal call logging facility will also be used to manage the SLA.
 - 3.4.4 Internet Break-out at the service provider with a shared firewall to manage access to the internet. The IEC would like to control which Internet sites the users will have access to using this channel. However, the IEC reserves the right not to utilize this facility and break out at its own data centre during certain periods
 - 3.4.5 The service provider to provide alternative connectivity mechanisms where their network is lower than 3G when needed ranging from roaming on other networks to providing signal boosters and/or other temporary connectivity solutions
 - 3.4.6 Ability to configure different blocks of IP Addresses for different groups of equipment.
 - 3.4.7 Ability for the Electoral Commission together with the service provider to access the APN environment and run security audits, vulnerability assessments and other assessments
 - 3.4.8 Access to the shared firewall to jointly with the service provider to manage, generate and retrieve reports.
 - 3.4.9 The APN must be a fully redundant solution in the event the primary connection is not available, a secondary one must be able to carry the services. The failover must be seamless and immediate so that the Electoral Commission experiences no downtime as a result of the APN.
 - 3.4.10 The bidder is to port around 42,500 SIM cards from the existing service provider to their network as part of the on-boarding process.
 - 3.4.11 During the APN implementation phase, the Electoral Commission may need to use data bundles while awaiting the commissioning of the APN. It is desirable that the same APN data usage rates be applicable to this initiation bundle rate.
- 3.5 The APN solution must include routers or any other equipment required to provide a complete solution and connectivity via dedicated connectivity of a minimum of 20 Mbps between the service provider and the Electoral Commission's National Office in Centurion and the Disaster Recovery (DR) site also in Centurion. The bandwidth should be upgradeable/burstable to about 2 Gbps as

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and when required. It is envisaged that the links to Production (National Office) and the DR will be used at all times in a Hot-Hot configuration.

- 3.6 **The solution must include support and maintenance (including software update assurance, hardware warranties, patching and upgrades) over the duration of the contract, which must cover all aspects of the solution including all hardware and software delivered and implemented. However, the Electoral Commission reserves the right to procure the routers outside of this contract. It will be required of the service provider to manage the routers on behalf of the Electoral Commission if it decides to procure the routers outside of this contract.**
- 3.7 The applications on the VMD use web services (https) to access the back-end services. Users of laptops access the internet, email and SAP on the main. Users should also be able to use VoIP telephone system from their devices. There are also other utilities such as Operating System Patches, Virus Definitions and other security services that will traverse the network. The VMDs are also being managed via a Mobile Device Management (MDM) solution over the APN.
- 3.8 **The Electoral Commission is also in the process of migrating some workloads to M365 environment.**
- 3.9 The solution must also provide for alerts / warnings whenever there are faults to the service provider's environment related to the provision of the service to the Electoral Commission via email, SMS etc.
- 3.10 The diagram below shows a high level solution requirement:

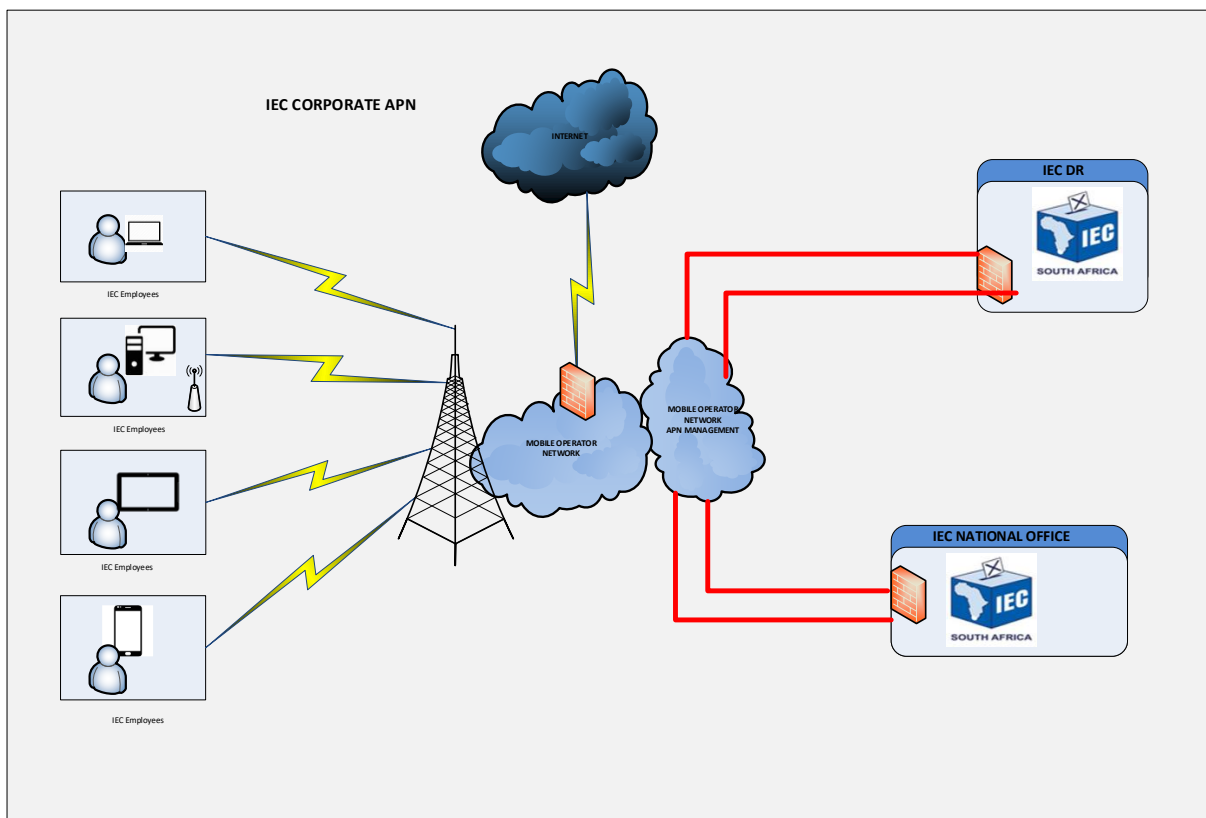


Figure 1 High Level Requirement

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- 3.11 Figure 1 above shows IEC employees and electoral staff members being able to access the IEC network via an Access Point Name (APN) solution provided by the service provider. The service provider also provides an APN Management solution to manage the SIM cards on the APN.
- 3.12 There are also a primary and secondary redundant backhaul data lines between the service provider and the IEC's National Office and DR site.
- 3.13 The backhaul lines must be dual diverse links with automatic failover configuration (HSRP or VRRP) to enable a high availability configuration between the Production (Primary) and DR sites.
- 3.14 The complete solution must ensure that IEC remote field workers can access IEC's network securely from anywhere and anytime.
- 3.15 During the time that the solution is being implemented, the bidder may be requested to port the existing SIM Cards to their network and provide associated bundle data. The IEC prefers a bidder whose data costs will be the same rate as the APN data rates quoted in this tender.
- 3.16 The Electoral Commission seeks to partner with a fully licensed and reputable carrier with its own network, adequately skilled and knowledgeable, with the necessary experience to assist the IEC to execute on its mandate of running free and fair elections during the contract period.
- 3.17 The proposal must include implementation services, monitoring, support and maintenance.
- 3.18 The service provider is also expected to allocate a service manager / account manager to handle all service related queries and escalations, with proper fault reporting procedures and escalation

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procedures especially during the heightened activity period of a major election (approximately 12 months before and up to and including election day and about 10 days after results announcement.

3.19 Quantity Requirement

3.19.1 The required quantities can be summarised as follows – the solution must cater for the required quantities, however for tender adjudication purposes the adjudication quantities will be used:

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Summary Bill of Material

	Requirements	Adjudication Quantities
1.	SIM cards to be procured. A range of between 2,000 and 65,000 is required	42,500 for adjudication
2.	SIM card Usage	<p>Data usage billing must be on a consumption basis</p> <p>For purposes of competitive bidding and maximum contract value determination, bidders should quote a maximum of 10 GB per SIM card per month.</p> <p>If a bidder has the unlimited data option, the bidder must give both.</p>
3.	Contract Period	30 months
4.	APN Backhaul Data Line with redundancy. The bidder to include Routers, Support, Management and Monitoring	<p>20 Mbps as baseline with redundancy</p> <p>20 Mbps to DR with redundancy</p> <p>Upgradeable/burstable to 2 Gbps (soft upgrade)</p> <p>It is required that all the lines be dual diverse fibre links with automatic failover configuration (HSRP or VRRP)</p> <p>Routers included on both sites (Production and DR)</p>
5.	APN Management and Monitoring Solution	30 months
6.	Breakout to the Internet at the Service Provider	20 Mbps on a shared firewall upgradable to 5 Gbps
7.	Radius Server	To be provided and configured by the Electoral Commission. The APN solution must be able to enable some devices to access the Radius server while other devices will not such access.
8.	Ability to run vulnerability assessments in the private APN	Yes
9.	Number of sites to be used for adjudication	35597

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Summary Bill of Material		
	Requirements	Adjudication Quantities
10.	Coverage	Target of 100% At least 95% 3G coverage or equivalent and up. Plan to provide for the coverage gaps using alternative connectivity mechanisms or network expansion
11.	Solution Availability	99.99% available during heightened election period 99% available outside of the heightened election period
NB: The solution and its pricing model must be flexible and scalable to accommodate seasonal up and down fluctuations in utilisation, and quantities.		

3.19.2 The IEC seeks a contract that is flexible enough to accommodate the seasonal nature of its business. The IEC should be able to adjust the numbers as the business dictates.

3.20 Solution Features and Capabilities

The solution should include the following features and capabilities:

- 3.20.1 The coverage of the APN must be extensive and nation-wide including outlying areas, preference will be given to solution that can provide wall-to-wall coverage of at least 95% of the voting station population provided in Appendix E.
- 3.20.2 For purposes of assessment a list of approximately 35597 voting stations, with their geographic positioning is provided in *Appendix E (an excel spreadsheet)* for bidders to indicate if they will be able to provide connectivity to each of them. It is required of the bidder to overlay their coverage over this list to see where the gaps are. A sample page is attached in Appendix E below. Bidder is to complete and submit Appendix E as a spreadsheet document and submit both the spreadsheet and the PDF documents. Bidder is to indicate
- None – if there is no coverage at that voting station
 - Partial – If the coverage is below 3G or is not always available
 - Under Investigation – Bidder is uncertain whether there is coverage or no coverage at the voting station
 - Good – if the coverage is good at the voting station

Bidder is allowed to add a watermark to the document when generating the PDF. Preference will be given to the bidder with the highest and broadest coverage. In the same way, bidders are to complete and submit Appendix E1 – Summary Coverage to indicate the total number of sites with the respective coverages (3G, 4G and 5G) as Excel Spreadsheet and submit both the spreadsheet and the PDF documents.

- 3.20.3 The service provider must provide a way of ensuring nation-wide coverage whether via roaming or dual network SIM card or any other means including Radio, Satellite etc. Of the areas where there is below 3G or no connectivity, the bidder must include as part of the bid, mechanisms even if on a temporary basis (say a by-election, registration

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weekend or any other event) to connect devices in such a place to the APN. Bidder must complete and submit Appendix E2 to indicate how the no-coverage areas will be covered.

- 3.20.4 Notwithstanding the Load Shedding challenges, the bidders should indicate some power mitigation infrastructure available in the tower(s) covering the voting stations in 3.15.2 above.
- 3.20.5 The bidder must include as part of the solution, access to the coverage map (interactive map) which the IEC can use to determine the network feasibility when new voting stations or campaign areas are being planned. The map will also be used to check the bidder's response. The bidder is to provide the link in Appendix B.
- 3.20.6 The APN will be very critical to IEC's business especially during a heightened activity period of elections (approximately 12 months before and up to and including election day and about 10 days after results announcement day) and by-elections including registration weekends thereof. During this time a 99.99% availability of all connectivity infrastructure that the APN depends on is required. Outside of these times, normal availability 8x5 service level to be negotiated during the contract period will apply. A baseline availability of 99% is required.
- 3.20.7 The bidder should describe the service structure and service levels available with the view of providing a 24/7 support service especially during the brief heightened activity period of elections and by-elections. The service level should include weekends and public holidays. The service structure must be submitted as part of the bid submission.
- 3.20.8 Awarding the bid to a successful bidder is subject to the bidder entering into a service level agreement (SLA) with the IEC that will formalize and regulate the final deliverables and associated processes and procedures. The successful bidder will be expected supply the Commission with monthly reports that include the following at a minimum: uptime, utilization and performance against Service Level Targets. The successful bidder is expected to hold monthly contract performance meetings with the Electoral Commission. The bidder must submit as part of the bid an example SLA document.
- 3.20.9 The solution must be a consumption based solution, however for the sake of management of usage, the Electoral Commission must be able to set data usage limits per SIM card.
- 3.20.10 Each device will need to be provisioned on the APN and assigned a dynamic or static IP Address. The IP Address range for the VMDs should be different from the IP Address range of the laptops as they will be subjected to different access rules. The laptops need to be authenticated on access to the network to ensure exclusive access to the provisioned SIM. The provision and activation of SIM cards must have a turnaround time of at most 48 hours.
- 3.20.11 The APN must provide Over the Air Security for network services (GSM, GPRS/EDGE, UMTS, HSPA, LTE etc.). The bidder must also indicate how their network(s) and solution will be protected against threats such as GSM Grabbers, IMSI-catcher, etc.
- 3.20.12 The solution must include a primary and secondary backhaul lines to the IEC's data centres. These lines should also have a backup or redundant lines. Backhaul lines must have the flexibility and scalability to allow for speedy up and down bandwidth adjustment should the need arise. Including the ability to burst. For baseline pricing purposes, the bidder is to provide pricing for 20 Mbps bandwidth for both lines. Bidder must complete and submit Appendix C3 to show the pricing of these lines at different sizes. However, the IEC reserves the right to acquire the routers outside of this tender.
- 3.20.13 The backhaul lines must be dual diverse links for primary and DR site with automatic failover configuration (HSRP or VRRP) to enable a high availability

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configuration for the APN solution.

- 3.20.14 The IEC must be able to manage and control the usage and access requirements for all SIM cards on the APN, enabling and disabling access and usage as may be required from time to time, e.g. disable SMS, voice-bearer services, access to certain networks, online services, etc.
- 3.20.15 All access to the public internet for the deployed devices is to be restricted, where only connectivity to the APN shall be permitted. APN data must not traverse the public network unprotected. The IEC must be able to control access to the internet and other networks by providing rulesets to the shared firewall. The IEC is also able to access the shared firewall to retrieve reports.
- 3.20.16 The bidder must include an implementation project plan as part of the submission
- 3.20.17 The solution will connect to a Radius (Remote Authentication Dial-In User Service) Server provided by the Electoral Commission and integrated into our on-premises Active Directory for approximately 1,200 users of laptops
- 3.20.18 The Electoral Commission reserves the right to use ICASA's QoS reports for a specific region and province as part of the evaluation process.
- 3.20.19 The bidder must provide an APN Management tool that allows for different levels of access from viewing to being able to update the information on the database
- 3.20.20 The solution must provide an APN management platform to manage and monitor mobile data and SIM cards which provides for the following services at a minimum:
 - 3.20.20.1 The provisioning of SIM cards to the APN
 - 3.20.20.2 De-provisioning of SIM cards on the APN
 - 3.20.20.3 Querying SIM card provisioning status
 - 3.20.20.4 Individual and Aggregated SIM card Usage Reporting
 - 3.20.20.5 Ability to view usage over time and to date
- 3.20.21 The solution must be protected against malicious intrusions.
- 3.20.22 The bidder must provide high level network improvement plans for the different provinces during the duration of the contract

4 **Planning Assumptions**

The IEC has made the following assumptions:

- 4.1 The IEC will provide technical resources for all IEC's designated work including setup and configuration of own systems and databases.
- 4.2 Wherever the need arises, the successful bidder shall do initial equipment configuration of operating systems and environmental specific requirements.
- 4.3 The implementation of the services required must be completed within the days stipulated in the Delivery and Implementation Schedule (Section 10) below.
- 4.4 The bidder's change control management process must be flexible enough to facilitate speedy deployment and resolution of problems without compromising management controls and security.
- 4.5 The recommended service provider shall provide all relevant details needed to ensure successful operations capability within the organization.

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- 4.6 The successful bidder will be required to enter into a service level agreement including a non-disclosure agreement.
- 4.7 The successful bidder and their personnel who will be supporting the service may be subjected to security clearance through authorised state security institutions.

5 General Tender Conditions

The following standard bid conditions must be adhered to and complied with, failing of which the bid will be disqualified

- 5.1 Bidders must deposit bids in the IEC's Tender Box by not later than the stipulated closing date and time on the tender.
- 5.2 Bidders must complete and submit Appendix A – Bidder's Disclosure – SBD4.
- 5.3 Bidders must submit a detailed APN solution proposal with solution architecture in accordance with the technical requirements. The solution architecture and description detail how the solution is going to work, integrate into the IEC network and be managed..
- 5.4 To demonstrate compliance with the technical requirements of the tender, the bidder must complete and submit Appendix B – Technical Response Sheet. Failure to complete and submit Appendix B shall invalidate a bid.
- 5.5 The bidder must provide at least five (5) contactable references of past services of a similar nature and scope that the bidder provided or was involved in. Reference details must include the following: customer name, contact person, contact details (telephone, email, physical address) and service description, value of services offered and size (bandwidth and number of connected devices) of the APN solution, per annum. Appendix D is also provided as guideline. Some other guideline definitions include:
 - 5.5.1 Service value defined in terms of indicative budget, personnel resources and duration.
 - 5.5.2 Similar services value are those services of comparative value and not less than 50% of this bid's bid price.
 - 5.5.3 Similar services are those services, which includes supply of similar services as per the technical requirements and of comparative value.
 - 5.5.4 Similar scope of services refers to services where the number of connected devices is Similar including the bandwidth and redundancy
 - 5.5.5 Preference will be given to similar services that are based on APN solutions and services.
- 5.6 Preference will be given to bidders that have at least three-year's experience in providing APN services. The bidder must provide an indication in the form of a letter or a profile showing the numbers of years they have been providing APN Services.
- 5.7 Bidders must complete and submit Appendix E Microsoft Excel Spreadsheet- a list of approximately 23 000 voting stations, with their geographic positioning to indicate if they will be able to provide connectivity to each of them. Bidders must also complete and submit Appendix E1 – Summary Coverage Information.
- 5.8 Where there are coverage gaps, bidders are to indicate how they are going to close the gaps by completing and submitting Appendix E2.
- 5.9 Bidders must complete and submit Appendix E3 – Other technical requirements
- 5.10 Bidders must adhere to the delivery schedule in Section 10. Bidders must provide an implementation project plan to set up the APN as per this bid specification for use by the Electoral Commission.

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- 5.11 The bidder must comply with all applicable statutory and regulatory requirements applicable in the telecommunications services industry.
- 5.12 The bidder is required to provide a copy of a valid the ICASA Individual-ECS (I-ECS), or Individual-ECNS (I-ECNS) certificate/license indicating clearly:
 - a) The bidder's name; and
 - b) The level of partnership.
- 5.13 Preference will be given to service providers who own the network to be used for this tender.
- 5.14 Bidders must provide a service plan / structure / Service Level Agreement example with call logging processes, service levels and escalation procedures. Bidders must also submit an example SLA.
- 5.15 Awarding of the bid to any successful bidder will be subject to the Electoral Commission's due diligence audit requirements, where applicable.
- 5.16 The Electoral Commission may appoint an independent organization to evaluate the coverage and signal strength in a specific area as part of the evaluation process or during the contract period.
- 5.17 The Electoral Commission intends entering into a Memorandum of Understanding (MOU) with ICASA to help manage the contract in line with the successful bidder's licensing obligations.
- 5.18 The IEC reserves the right and discretion to cancel and not award this bid based on any reason including operational or financial, likewise the Electoral Commission reserves the right to reduce the scope and size of the service.
- 5.19 By bidding on this tender the bidder warrants and agrees to all the terms and conditions of this tender specification.

6 Quality Control

The following quality control conditions must be adhered to and complied with, failing of which the bid will be disqualified.

- 6.1 The successful bidder will have the primary responsibility of ensuring that the proposed solution and services comply with the required specifications in terms of functionality and technical specification including quantity and quality.
- 6.2 The proposed solution must be complete, fully functional and ready for deployment without dependencies on additional equipment, software or components that may be required to make it work if such additional requirements are not included in the bid.
- 6.3 It must be noted that the IEC seeks to gain the best solution technically, functionally and financially, and will select the solution that it deems to give the best investment.
- 6.4 Upon the successful bid being accepted, the IEC reserves the right to request an inspection of the successful bidder's facilities.
- 6.5 The successful bidder has the primary responsibility to ensure that quantity and quality are in accordance with the specifications.
- 6.6 The bidder must undertake and warrant that the proposed solution is in good condition and in-line with bid specifications.
- 6.7 In addition, the Electoral Commission may also call on bidders to make presentations and demonstration of the proposed solution in order for the Electoral Commission to ensure full compliance with all its requirements and as part of the auction evaluation process prior to the

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conclusion of the adjudication of the bid.

7 Pricing requirements

- 7.1 The bidder must populate and submit Appendix C including all sub-Appendices (C1, C2, C3, C4 and C5) The total tender bid price in Appendix C will be used for adjudication. The bidder is allowed any other additional line items for pricing completeness in accordance with their solution. Failure to complete and submit Appendix C and its sub-Appendices will invalidate the bid. Bidder must clearly indicate on the sub-Appendix if the sub-Appendices is covered and included in another, it cannot be blank or not applicable unless it is clearly covered by in the pricing factors.
- 7.2 The total bid price must be firm for 180 days from the closing date and time of this tender and must be in South African Rand inclusive of VAT. Once awarded the prices will remain firm for the period of the contract.
- 7.3 The bidder must complete and submit Appendix C1 to provide pricing flexibility for the core management and monitoring services with respect to capacity fluctuations linked to the number of connected devices from time to time.
- 7.4 The bidder must complete and submit Appendix C2 to provide pricing flexibility with respect to data usage based fluctuations.
- 7.5 The bidder must complete and submit Appendix C3 to provide initiation data bundle rates while the APN is being implemented. The Electoral Commission would prefer a bidder that provides the same data bundle rates as the usage based rates being used for adjudication.
- 7.6 The bidder must complete and submit Appendix C4 to provide pricing flexibility with respect to fluctuations of bandwidth for the primary and secondary backhaul data lines for both National Office and the DR Site.
- 7.7 The bidder must complete and submit Appendix C5 to provide pricing flexibility with respect to fluctuations of bandwidth for the Internet Breakout data line.
- 7.8 The successful bidder may be allowed to do an inflation related adjustment in the second and third years. Such an adjustment must not exceed the rate of annual CPI as determined by Statistics South Africa in the anniversary month of the contract.
- 7.9 All costs associated with the supply of the services must be included in the total bid price.
- 7.10 The Electoral Commission reserves the right to adjust costs by adjusting the quantities and/or excluding some cost factors.
- 7.11 The Electoral Commission prefers an unlimited data usage, however for the purposes of the tender baseline quantities, bidders are to provide pricing for 10 GB per SIM card usage per month. If the bidder's unlimited data usage per SIM card is below the 10 GB usage in terms of costs, the bidder can use the unlimited pricing in the calculations. Bidder must however indicate as such.
- 7.12 The bid price placed on the submission must be the bidder's total bid price for delivering the solution as proposed. It must be inclusive of the once off implementation and APN solution costs over 30 months as per the aggregated bill for pricing
- 7.13 The monthly costs stipulated on Appendix C: Pricing Schedule below will be used for monthly payments to the successful bidder and must be completed and submitted. Failure to do so will invalidate the bid.
- 7.14 The Electoral Commission will pay the service provider on a monthly basis based on submitted invoices.
- 7.15 In the event that the price has FOREX dependencies, the bidder must state the portion of the price that has FOREX dependency and state the exchange rate that the price is based on. Where applicable FOREX based up or down adjustments will be allowed in subsequent years to

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account for the movement of the value of the Rand. The exchange rate must be based on a specified Bank Selling Rate on a given date. Likewise, subsequent adjustments will be based on the Bank Selling Rate applicable at that time

7.16 The tender bid price must include the following:

- 7.16.1 Hardware, Software and licensing cost;
- 7.16.2 Solution delivery including implementation labour and professional services fees;
- 7.16.3 Delivery costs to Electoral Commission's national office in Centurion;
- 7.16.4 Minimum warranty costs – where applicable;
- 7.16.5 Any Once off costs;
- 7.16.6 Monthly Costs;
- 7.16.7 Any maintenance cost – where applicable;
- 7.16.8 Data costs;
- 7.16.9 Thirty-Six (36) months contract;
- 7.16.10 All applicable costs above should be included in the total bid price;
- 7.16.11 Total bid price must be inclusive of VAT;
- 7.16.12 If volume discounts are available, the bidder should indicate the breakdowns.

8 **Special Requirements**

- 8.1 All physical appliances are to be fully assembled and loaded with the current recommended Operating Systems, all specified modules and patches installed before delivery.
- 8.2 The contract is a usage / consumption based contracts with the Electoral Commission paying for services or data consumed on a month to month basis.

9 **Evaluation of Bidder's Disclosure (SBD4)**

All bids received will be evaluated and assessed in respect of the mandatory information provided in Appendix A: Bidder's Disclosure (SBD4). Any potential issues that may arise or transgressions that may identified will be pursued in accordance with statutory obligations and requirements.

In this regard, the following must be noted:

- 9.1 The Electoral Commission must, as part of its supply chain management (SCM) processes, identify and manage all potential conflicts of interest and other disclosures made by a person participating in procurement process to enable the accounting officer or delegated authority to make informed decisions about the person participating in the SCM process.
- 9.2 As such, the Bidders Disclosure form, issued as Standard Bidding Document (SBD) 4, is attached herewith for all entities who participate in the bid process.
- 9.3 As part of the evaluation of the procurement process, the information provided by a person on the SBD4 form must be evaluated.
- 9.4 In so doing, it must be noted that if the bid evaluation establishes that:
 - (a) a person within the bidding entity is an employee of the State, the Electoral Commission's CEO must request the relevant accounting officer/accounting authority whether the person-

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- (i) Is prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2014; or
 - (ii) has permission to perform other remunerative work outside of their employment, where the PAMA does not apply to such employee;
 - (b) the conduct of a person constitutes a transgression of the Prevention and Combating of Corrupt Activities Act, 2004;
 - (c) the conduct of a person constitutes a transgression of the Competition Act, 1998, the conduct must be reported to the Competition Commission; and
 - (d) the conduct of a person must be dealt with in terms of the prescripts applicable to the Electoral Commission.
- 9.5 If it is established that a person has committed a transgression in terms of the above, or any other transgression of SCM prescripts, the bid may be rejected and the person may be restricted.
- 9.6 The Electoral Commission's CEO must inform National Treasury of any action taken against a person within 30 days of implementing the action.
- 9.7 During the bid evaluation process, the Electoral Commission must in addition to other due diligence measures, establish if a person is not listed in-
- (a) the Register of Tender Defaulters; and
 - (b) the list of restricted suppliers.
- 9.8 A bid related to a restricted bidder or tender defaulter shall be rejected.
- 9.9 The under-mentioned assessment criteria will be used to evaluate the elements relating to SBD4, CSD registration, tax compliance, restricted suppliers and tender defaulters:

	Assessment Criteria	Bidder Requirement (YES/NO)	Comments
1.	Bidder is registered on the National Treasury Central Supplier Database (CSD). *		
2.	Bidder is tax compliant. **		
3.	The bidder is not an employee of the state.		
4.	Having certified the SBD4, it is accepted that the bidder's conduct does not constitute a transgression of the Prevention and Combating of Corrupt Activities Act.		
5.	Having certified to the SBD4, it is accepted that the bidder's conduct does not constitute a transgression of the Competition Act.		
6.	The bidder is not a tender defaulter as per the register published on the National Treasury website.		
7.	The bidder is not a restricted supplier as per the register published on the National Treasury website.		

* No bid shall be accepted if a supplier is not registered on the National Treasury Central Supplier Database (CSD).

** A bidder must be tax compliant before a contract is awarded. A bid will be disqualified if the bidder's tax affairs remains non-compliant as per the provisions of National Treasury Instruction No 09 of 2017/2018 Tax Compliance Status Verification.

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10 Delivery and Implementation Timeframe

- 10.1 The successful bidder will be required to implement the APN solution within three (3 months) of receipt of the Purchase Order (PO).
- 10.2 The porting of numbers to the bidder's network will be required within 1 month of receipt of the purchase order (PO). At the same time, initiation data bundles to enable connectivity will be allocated while awaiting the implementation of the APN.

11 Award of Order

- 11.1 The adjudication process may include short-listing, presentation and demonstration of the solution and services by the short-listed finalists.
- 11.2 The order will be awarded to a bidder whose solution successfully conforms to specifications and is able to deliver and support the product, and in terms of the provisions of the Preferential Procurement Policy Framework Act, 2000.
- 11.3 The Electoral Commission reserve the right to run a proof of concept (POC) with the leading bidder as part of adjudicating the bid before a final award is made.
- 11.4 The successful bidder will be required to enter into a Service Level Agreement (SLA/Contract) with the Electoral Commission in order to formalize and confirm the exact solutions to be delivered.
- 11.5 The Electoral Commission will enter into a formal contract or issue a formal purchase order before any services or equipment can be delivered
- 11.6 It should be noted that the Electoral Commission seeks to gain the best solution technically and financially and will select from the results of the bid a solution it deems to give the best investment.

12 Duration

- 12.1 The contract is for a period of thirty-six (36) months and may be extended at the sole discretion of the Electoral Commission as may be deemed necessary

13 Briefing Session

A non-mandatory hybrid (on-premises and virtual) briefing session will be held. Details will be posted online on the bid publication on the Electoral Commission's procurement portal at https://votaquotes.elections.org.za/eproc_inter/

14 Submissions of Tender Documentation

All tender documentation submissions must be received before the closing date and time for submissions as stipulated in the tender document. Submissions received after the closing date and time will lead to bids being disqualified and not considered.

All bids must be placed in the Electoral Commission's tender box situated in the foyer of the Electoral Commission's National Office in Centurion at the following address before the closing date and time of this tender at the following address:

Election House
Riverside Office Park,
1303 Heuwel Avenue,
Centurion,

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0157

Note: Clearly mark your submission: For the attention of Procurement and Asset Management Department and the tender number.

Failure to submit all of the required documentation before the closing date and time shall invalidate the bid. It remains the responsibility of the bidder to confirm receipt of the required documentation with the Electoral Commission's Procurement and Asset Management Department.

14.1 Summary of Submission Requirements

- 14.1.1 Complete and submit Appendix A – Bidder's Disclosure
- 14.1.2 Provide a detailed design / architecture of the proposed solution with technical specification as per tender requirements as per 5.3
- 14.1.3 Detailed technical specifications in accordance with the technical requirements to demonstrate compliance. Bidder must complete and submit Appendix B (Technical Response Sheet) to demonstrate compliance as per 5.4
- 14.1.4 Excel Spreadsheet and PDF document of Appendix E – Network Coverage in respect to Voting Stations as per 3.20.1, 3.20.2 and 3.20.3; and its sub-Appendices (E1, E2 and E3)
- 14.1.5 Provide a detailed pricing breakdowns (breakdown of the bid price into equipment purchase price, delivery cost and any other element if any) as per 7.1 (Appendix C and its sub-Appendices (C1, C2, C3, C4, C5))
- 14.1.6 The bidder shall provide at least 5 references of similar work as specified in 5.5 using Appendix D as a guideline.
- 14.1.7 Bidders to provide proof of experience in providing APN Services. Preference will be given to bidders with experience of 3 years or more as specified in 5.6.
- 14.1.8 Description of the service structure and service levels available as per 5.14
- 14.1.9 Copy of ICASA license as per 5.12
- 14.1.10 An example SLA document as per 5.14
- 14.1.11 Link to interactive coverage map of the network being proposed as per 3.20.5
- 14.1.12 Commitment to providing alternative connectivity mechanisms in areas of low or no connectivity by populating Appendix E2 as per 3.2.3
- 14.1.13 An Implementation Project Plan as per 5.10
- 14.1.14 A high level plan to extend coverage beyond the current extent if awarded the contract as per 3.20.22

15 Closing Date

The closing date and time of this request for quotation is as specified on the Tender and eProcurement (Votaquotes) website. The closing date and time is determined by the clock on the Electoral Commission's servers and is not negotiable. Bidders must also take note supporting documentation must be delivered before closing date and time.

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16 APPENDIX A – Bidder’s Disclosure (SBD4)

Bidder’s Disclosure – SBD4			
The Bidder must complete and submit the SBD4 form. Failure to submit the SBD4 will lead to disqualification			
No.	Description	Yes / No	Comment
1.	Bidder is registered on the National Treasury Central Supplier Database (CSD). **		
2.	Bidder is tax compliant. ***		
3.	The bidder is not an employee of the state.		
4.	Having certified the SBD4, it is accepted that the bidder’s conduct does not constitute a transgression of the Prevention and Combating of Corrupt Activities Act.		
5.	Having certified to the SBD4, it is accepted that the bidder’s conduct does not constitute a transgression of the Completion Act.		
6.	The bidder is not a tender defaulter as per the register published on the National Treasury website.		
7.	The bidder is not a restricted supplier as per the register published on the National Treasury website.		

* No late bid, as a whole or in part, shall be accepted.

** No bid shall be accepted if a supplier is not registered on the National Treasury Central Supplier Database (CSD).

*** A bidder must be tax compliant before a contract is awarded. A bid will be disqualified if the bidder’s tax affairs remains non-compliant as per the provisions of National Treasury Instruction No 09 of 2017/2018 Tax Compliance Status Verification.

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17 APPENDIX B – Technical Bid Response Sheet

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Appendix B – Technical Bid Response Sheet

**Completion of this technical response sheet by the bidder is compulsory. Bidder must comply each and every item of the requirements.
Failure to complete and submit this technical bid response sheet as part of the bid submission shall lead to disqualification.**

	Compliance Minimum Requirements	Reference Sections	Compliance Indicator		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
1.	The bidder has submitted a proposal with a solution architecture detailing how the solution will work	5.3			
2.	The solution is flexible enough to allow for the IEC to add up to 65,000 SIM cards.	3.2			
3.	The bidder has committed to providing a way of ensuring nation-wide coverage. Of the areas where there is below 3G or no connectivity, the bidder must include as part of the bid, mechanisms even if on a temporary basis (say a by-election, registration weekend or any other event) to connect devices in such a place to the APN.	3.3 3.20.3			
4.	The solution is a usage based APN solution	3.2			
5.	The solution allows for SIM Cards to be ported from the existing service provider to the bidder's network	3.15			
6.	The provision and activation of a SIM card must have a turnaround time of at most 48 hours	3.20.10			
7.	The bidder has included a link to an interactive coverage map that can be used to verify the coverage data provided. This will also be used in the future for planning. Please provide the link on the right hand side.	3.20.5			Link to Interactive Coverage Map: _____
8.	The APN will be very critical to IEC's business especially during a brief heightened activity period of elections and by-elections including registration weekends thereof. During this time a 99.99% % availability of all connectivity infrastructure that the APN depends on is required. Outside of these times, normal availability 8x5 service level to be negotiated during the contract period will apply. A baseline availability of 99% is required.	3.20.6			

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Failure to complete and submit this technical bid response sheet as part of the bid submission shall lead to disqualification.**

	Compliance Minimum Requirements	Reference Sections	Compliance Indicator		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
9.	The bidder must describe the service structure and service levels available with the view of providing a 24/7 support service especially during the brief heightened period of elections and by-elections. The service level should include weekends and public holidays	3.20.7			
10.	The solution allows for different ranges of IP Addresses to be assigned to different sets of devices (laptops vs VMDs)	3.20.10			
11.	The backhaul data lines have dual diverse links with automatic failover configuration (HSRP or VRRP) to enable high availability configuration for both National Office (Primary site) and DR site.	3.20.12 & 3.20.13			
12.	The IEC can adjust the size of the primary and secondary backhaul data lines for both production and DR site on due notification without incurring penalties.	3.20.12			
13.	The IEC is able to manage and control the usage and access requirements for all SIM cards, enabling and disabling access and usage as may be required from time to time, e.g. set a soft limit, disable SMS, voice-bearer services, access to certain networks, online services	3.20.14			
14.	The APN management tool allows for different levels of access from viewing to being able to update the information on the database	3.20.19			
15.	All access to the public internet for the devices on the APN is to be restricted, where only connectivity to the APN shall be permitted. The bidder shall provide a shared firewall for internet breakout at the service provider that can control access to the internet.	3.20.15			
16.	The bidder has proposed an Internet Breakout with a shared firewall. The shared firewall is accessible for joint management and reports	3.20.15			

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**Completion of this technical response sheet by the bidder is compulsory. Bidder must comply each and every item of the requirements.
Failure to complete and submit this technical bid response sheet as part of the bid submission shall lead to disqualification.**

	Compliance Minimum Requirements	Reference Sections	Compliance Indicator		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
17.	The bidder must submit an implementation project plan	3.20.16 & 5.10			
18.	The solution works with a Radius Server.	3.20.17			
19.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: set data usage limits per SIM card	3.20.9			
20.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: The provisioning of SIM cards to the APN	3.20.20			
21.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: De-provisioning of SIM cards on the APN	3.20.20			
22.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: Querying SIM card provisioning status	3.20.20			
23.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: Individual and Aggregated SIM card Usage Reporting	3.20.20			
24.	The solution provides a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum: Ability to view usage over time	3.20.20			
25.	The solution must be secure and be protected against malicious intrusions	3.20.21			

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Appendix B – Technical Bid Response Sheet

**Completion of this technical response sheet by the bidder is compulsory. Bidder must comply each and every item of the requirements.
Failure to complete and submit this technical bid response sheet as part of the bid submission shall lead to disqualification.**

	Compliance Minimum Requirements	Reference Sections	Compliance Indicator		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
26.	The solution must also provide for alerts / warnings whenever there are faults to the service provider's environment related to the provision of the service to the Electoral Commission via email, SMS etc.	3.9			
27.	The service provider is also expected to allocate a service manager / account manager to handle all service related queries and escalations, with proper fault reporting procedures and escalation procedures especially during the heightened activity period of a major election (approximately 12 months before and up to and including election day and about 10 days after results announcement	3.18			

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18 APPENDIX C: PRICING SCHEDULE (Grand Total Tender Bid Price)

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APPENDIX C: PRICING SCHEDULE

The completion of all pricing schedules is compulsory. Failure to complete the below will result in the bid being disqualified. All costs must be inclusive of VAT

No.	Description of Primary Services	Quantity	Implementation / Once Off Costs [A]	Monthly Costs or Unit Costs [B]	Total Monthly costs over 30 months [C]
1.	Corporate APN Solution – Usage Based – including all implementation costs	1	R.....	R.....	R.....
2.	SIM Card Costs (Cost per SIM Card)	42,500		R.....	R.....
3.	SIM Card Usage Cost @ 10GB per SIM Card per month	42,500		R.....	R.....
4.	APN Data Manager for 42,500 SIM Cards	1	R.....	R.....	R.....
5.	Internet Breakout <ul style="list-style-type: none"> a. VPN DIA Breakout 20 Mbps b. Standard Reporting c. Network Management Office Hours d. At least 8 Static IP e. Shared Firewall f. 20 Mbps DIA Premium 		R.....	R.....	R.....

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The completion of all pricing schedules is compulsory. Failure to complete the below will result in the bid being disqualified. All costs must be inclusive of VAT

No.	Description of Primary Services	Quantity	Implementation / Once Off Costs [A]	Monthly Costs or Unit Costs [B]	Total Monthly costs over 30 months [C]
6.	VPN Connection (2 x Lines to Production and 2 x lines to DR) a) Router Solution i. Router Rental x 4 ii. Router Maintenance x 4 b) IP Connect i. National Data Centre (Primary and Secondary 20 Mbps) ii. DR site (Primary and Secondary 20 Mbps) c) Standard Reporting d) Network Management Office Hours e) Standard Data QoS f) Premium SLA	1	R.....	R.....	R.....
7.	Support and Maintenance	1		R.....	R.....
8.	Sub-Totals:		R.....	** R.....	R.....
9.	Grand Total Tender Bid Price: *[SUB TOTALS: A + C]		R.....		

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APPENDIX C: PRICING SCHEDULE

The completion of all pricing schedules is compulsory. Failure to complete the below will result in the bid being disqualified. All costs must be inclusive of VAT

No.	Description of Primary Services	Quantity	Implementation / Once Off Costs [A]	Monthly Costs or Unit Costs [B]	Total Monthly costs over 30 months [C]
<p>* The Grand Total Tender Bid Price must be in full and complete for the proposed solution, it also the price which will be used for adjudication.</p> <p>** Monthly costs provide an indication of invoice amounts per month</p>					

19 APPENDIX C1: PRICING – APN MANAGEMENT AND MONITORING

19.1 The IEC requires a solution that will enable adjustment of the number of connected devices from time to time as per IEC's seasonal business cycle. The bidder is required to provide APN management and monitoring prices for various number of connected devices, where applicable.

APPENDIX C1: PRICING - NUMBER OF CONNECTION COSTS OVER DIFFERENT PERIODS (including VAT)

	SIM Cards / Connected Devices	Cost per SIM Card	Total Monthly Costs	Comments / Descriptions
1	10,000	R.....	R.....	
2	20,000	R.....	R.....	
3	30,000	R.....	R.....	
4	40,000			

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		R.....	R.....	
5	50,000	R.....	R.....	
6	100,000	R.....	R.....	

20 APPENDIX C2: PRICING – USAGE BASED DATA RATES

20.1 The IEC wants to be able to be billed for the data used as per IEC's seasonal business cycle. Bidder must fill in the table below:

Appendix C2: Pricing – Total Monthly Usage		
Total Monthly Usage	Usage Monthly Costs (incl. VAT)	Comments
≤512GB	R.....	
512 – 2,048GB	R.....	
2,048 - ,4096GB		

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	R.....	
4,096 – 8,192GB	R.....	
8,192 – 10,240GB	R.....	
10,240 – 12,800GB	R.....	
12,800 – 15,360GB	R.....	
>15,360GB	R.....	
Unlimited (if available)	R.....	

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21 APPENDIX C3: PRICING – INITIATION DATA BUNDLE RATES

21.1 During the implementation phase, the Electoral Commission may need to use data bundles while awaiting the commissioning of the APN. It is desirable that the same usage rates be applicable to the initiation bundle rate.

21.2 The same SIM Cards used for the data bundles should be used for the APN once the APN becomes operational

Appendix C3: Pricing – Initiation Data Bundle		
Total Monthly Usage per SIM Card	Data Bundle Cost (incl. VAT)	Comments
1 GB	R.....	

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2 GB	R.....	
3 GB	R.....	
5 GB	R.....	
10 GB	R.....	
20 GB	R.....	
Unlimited (if available)	R.....	

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22 APPENDIX C4: BACKHAUL DATA LINES PRICING

22.1 The IEC wants to be able to adjust the sizes of the data line as per IEC's seasonal business cycle. The bidder is to indicate below the different pricing structures for the different data line sizes. Bidder must indicate the router model proposed.

<u>Appendix C4: Backhaul Primary Data Line Pricing Options (all costs must be inclusive of VAT)</u>						
	Backhaul Bandwidth (Mbps)	Router costs (x 4)	Monthly Subscription Primary Link (National Office)	Monthly Subscription Secondary Link (National Office)	Monthly Subscription Primary Link (DR)	Monthly Subscription Secondary Link (DR)
1	10	Model: R.....	R.....	R.....	R.....	R.....
2	20	Model: R.....	R.....	R.....	R.....	R.....
3	30	Model: R.....	R.....	R.....	R.....	R.....

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4	50	Model: R.....	R.....	R.....	R.....	R.....
5	100	Model: R.....	R.....	R.....	R.....	R.....
6	200	Model: R.....	R.....	R.....	R.....	R.....
7	300	Model: R.....	R.....	R.....	R.....	R.....
8	500	Model: R.....	R.....	R.....	R.....	R.....
9	1000	Model: R.....	R.....	R.....	R.....	R.....
10	1500	Model: R.....	R.....	R.....	R.....	R.....
11	2000	Model: R.....	R.....	R.....	R.....	R.....

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23 APPENDIX C5: INTERNET DATA LINE PRICING

23.1 The IEC wants to be able to adjust the sizes of the Internet breakout data line as per IEC's seasonal business cycle. The bidder is to indicate below the different pricing structures for the different data line sizes. Bidder must indicate the router model proposed. The Electoral Commission reserves the right not to use the Internet Line.

APPENDIX C5: Internet Breakout Link Costs (All costs must be inclusive of VAT)				
	Internet Link Bandwidth (Mbps)	Router Costs	Firewall Costs	Monthly Subscription
1	10	R.....	R.....	R.....
2	20	R.....	R.....	R.....
3	30	R.....	R.....	R.....
4	50	R.....	R.....	R.....

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5	100	R.....	R.....	R.....
6	200	R.....	R.....	R.....
7	300	R.....	R.....	R.....
8	500	R.....	R.....	R.....
9	1000	R.....	R.....	R.....
10	1500	R.....	R.....	R.....
11	2000	R.....	R.....	R.....
	5000	R.....	R.....	R.....

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24 APPENDIX D: GUIDELINE REFERENCE TABLE

24.1 As per 5.3 above, the bidder is to provide at least five (5) contactable references of past services of a similar nature that the bidder provided or was involved in. The table below serves as a guideline of what information the IEC requires from the references.

Reference #1

EACH REFERENCE MUST CONTAIN THE FOLLOWING DETAILS:			
Customer name			
Contact Person			
Contact Details	Email		
	Telephone		
	Physical address		
Service Description	Product		
	Services Provided		
Service Value	Project Size Based on Budget		
	APN Project Size Based Number of Connected Devices:		
	Which year was the service provided?		

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Reference #2

EACH REFERENCE MUST CONTAIN THE FOLLOWING DETAILS:			
Customer name			
Contact Person			
Contact Details	Email		
	Telephone		
	Physical address		
Service Description	Product		
	Services Provided		
Service Value	Project Size Based on Budget		
	APN Project Size Based Number of Connected Devices:		
	Which year was the service provided?		

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Reference #3

EACH REFERENCE MUST CONTAIN THE FOLLOWING DETAILS:			
Customer name			
Contact Person			
Contact Details	Email		
	Telephone		
	Physical address		
Service Description	Product		
	Services Provided		
Service Value	Project Size Based on Budget		
	APN Project Size Based Number of Connected Devices:		
	Which year was the service provided?		

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Reference #4

EACH REFERENCE MUST CONTAIN THE FOLLOWING DETAILS:			
Customer name			
Contact Person			
Contact Details	Email		
	Telephone		
	Physical address		
Service Description	Product		
	Services Provided		
Service Value	Project Size Based on Budget		
	APN Project Size Based Number of Connected Devices:		
	Which year was the service provided?		

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Reference #5

EACH REFERENCE MUST CONTAIN THE FOLLOWING DETAILS:			
Customer name			
Contact Person			
Contact Details	Email		
	Telephone		
	Physical address		
Service Description	Product		
	Services Provided		
Service Value	Project Size Based on Budget		
	APN Project Size Based Number of Connected Devices:		
	Which year was the service provided?		

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25 APPENDIX E: NETWORK COVERAGE WITH RESPECT TO VOTING STATIONS

25.1 Bidders are required to provide evidence of the extent to which their solution will provide coverage of the current IEC network of voting stations, by completing a similar list provided as an Excel Spreadsheet. Network coverage is limited to 3G or better, i.e. point will only be allocated for network coverage of 3G or better. Bidders are required to complete the spreadsheet and submit in hardcopy and softcopy both PDF and Excel format, the hardcopy will be the authoritative reference document for bid evaluation.

Appendix E: Voting Station Coverage Level Spreadsheet																	
Bidders are required to indicate network coverage of the current network of voting stations by providing level of coverage.																	
Required coverage should be 3G or better. To qualify bidder must have at least 95% coverage.																	
None = no coverage; Partial = less than 3G or sometimes not available; Under Investigation = bidder not certain; Good = good coverage																	
Item	Province	Municipality	Ward	Voting District	Voting Station Name	Latitude	Longitude	Full Address	Bidder's Response						Evaluation	Bidder's Response	Evaluation
									3G Indoor	3G Outdoor	4G Indoor	4G Outdoor	5G Indoor	5G Outdoor	Score	Load Shedding Mitigation Infrastructure	Score
1	Easter n Cape	BUF - Buffalo City [East London]	29200001	10590151	PEFFERVILLE CLINIC	- 33,011922	27,880713	3619 ROTTERDAM ROAD PEFFERVILLE EAST LONDON							3		3
2	Easter n Cape	BUF - Buffalo City [East London]	29200001	10590588	EAST LONDON HIGH SCHOOL	- 33,002384	27,886419	70 MAPLE LEAF AVENUE BRAELYN EAST LONDON							#N/A		1

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26 Appendix E1: Summary Coverage Information

26.1 Bidders are required to count the number of voting stations covered by each coverage level. For each voting station, the bidder is to take the highest coverage level. For Example, if a voting station has both 3G, 4G and 5G, the bidder is to count it once as 5G coverage. The bidder must complete and submit Appendix E1 in hardcopy, Excel Spreadsheet and PDF formats.

Summary Coverage Information.		
Bidder should use the best coverage for a site. If a site has Good coverage for 3G, 4G and 5G; bidder should count it for 5G		
Bidder should not count a site more than once, if a site has 3G, 4G and 5G, bidder should count it under 5G		
If a site has both Indoor and Outdoor coverage, bidder should count it under Indoor		
The total number of sites should not exceed the maximum number of sites in the spreadsheet		
	Coverage Levels	Number of sites on each Level
1	3G / UMTS / HSPA Indoor	
2	3G / UMTS / HSPA Outdoor	
3	4G / LTE Indoor	
4	4G / LTE Outdoor	
5	5G Indoor	
6	5G Outdoor	
7	No Coverage	
8	Partial Coverage	
9	Under Investigation	
Totals number of sites		35597

10	Number of Sites with Load Shedding Mitigation Infrastructure	
----	--------------------------------------------------------------	--

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27 Appendix E2: Alternative Connectivity Mechanisms

27.1 The areas identified above as not having, under investigation, or partial coverage; the bidder must indicate how they will deal with such areas. Bidders are required to complete the spreadsheet and submit in hardcopy and softcopy both PDF and Excel format, the hardcopy will be the authoritative reference document for bid evaluation.

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Appendix E1: Areas with no coverage/ partial coverage / Under investigation

Bidders are required to indicate how they will deal with no coverage areas

	Municipality	Ward Number	Voting District	Voting Station Name	GPS Coordinates		Voting Station Address	No coverage mitigation
					Longitudes	Latitudes		
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10								
11								

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28 Appendix E3: Other Technical Requirements

28.1 The bidder is to tick the appropriate box to the questions below. Bidders are required to complete the spreadsheet and submit in hardcopy and softcopy both PDF and Excel format, the hardcopy will be the authoritative reference document for bid evaluation

28.2 Note that if a voting station is covered by 5G, 4G and 3G, please allocate it to 5G for example. Similarly, if a voting station is covered by 3G and 4G, please allocate it to 4G.

	Criterion	< 10%	10-20%	20-30%	30 – 40%	40 - 50%	50 - 60%	60 - 70%	70 - 80%	80- 90%	90-99%	>99%
1	Bidder owns this percentage of the network they will use for this tender?											
2	The bidder roams this percentage of the network they will use for this tender											
3	The percentage of Network Access Points to be used for this tender that are mitigated against load shedding / power cuts											
4	Percentage of the network to be used for this tender being 3G											
5	Percentage of the network to be used for this tender being 4G											
6	Percentage of the network to be used for this tender being 5G											

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29 Appendix F - Bid Evaluation Criteria

29.1 Stage 1: Assessment of Bidder's Disclosure

All bids received will be evaluated and assessed in respect of the mandatory information provided in the Bidder's Disclosure (SBD4) as well as the register for restricted suppliers and tender defaulters.

Any potential issues that may arise or transgressions that may identified will be pursued in accordance with statutory obligations and requirements.

In this regard, the following must be noted:

The Electoral Commission must, as part of its supply chain management (SCM) processes, identify and manage all potential conflicts of interest and other disclosures made by a person participating in procurement process to enable the accounting officer or delegated authority to make informed decisions about the person participating in the SCM process.

As such, the Bidders Disclosure form, issued as Standard Bidding Document (SBD) 4, attached as Appendix A, was extended to all entities which were invited to participate in the bid process.

As part of the evaluation of the procurement process, the information provided by a person on the SBD4 form must be evaluated.

In so doing, it must be noted that if the bid evaluation establishes that:

- a) a person within the bidding entity is an employee of the State, the Electoral Commission's Accounting Officer/accounting authority must request the relevant accounting officer/accounting authority whether the person-
 - i. Is prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2014; or
 - ii. has permission to perform other remunerative work outside of their employment, where the PAMA does not apply to such employee;
- b) the conduct of a person constitutes a transgression of the Prevention and Combating of Corrupt Activities Act, 2004;
- c) the conduct of a person constitutes a transgression of the Competition Act, 1998, the conduct must be reported to the Competition Commission; and
- d) the conduct of a person must be dealt with in terms of the prescripts applicable to the Electoral Commission.

If it is established that a person has committed a transgression in terms of the above, or any other transgression of SCM prescripts, the bid may be rejected and the person may be restricted.

The Electoral Commission's Accounting Officer/accounting authority must inform National Treasury of any action taken against a person within 30 days of implementing the action.

During the bid evaluation process, the Electoral Commission must in addition to other due diligence measures, establish if a person is not listed in-

- a) the Register of Tender Defaulters; and
- b) the list of restricted suppliers.

A bid related to a restricted bidder or tender defaulter shall be rejected.

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The under-mentioned assessment criteria will be used to evaluate the elements relating to SBD4, CSD registration, tax compliance, restricted suppliers and tender defaulters

Stage 1 – Bidder's Disclosure.

Important Note: Detail on any transgression must be reported if issues are identified as mandatory steps must be taken as prescribed in *National Treasury PMFA SCM Instruction Note 3 of 2016/2022: Enhancing Compliance, Transparency and Accountability in Supply Chain Management*.

Company Name (Bidder):

No.	Description	Yes	No	Comments
1.	Bidder is registered on the National Treasury Central Supplier Database (CSD). *			
2.	Bidder is tax compliant. **			
3.	The bidder is not an employee of the state.			
4.	Having certified the SBD4, it is accepted that the bidder's conduct does not constitute a transgression of the Prevention and Combating of Corrupt Activities Act.			
5.	Having certified to the SBD4, it is accepted that the bidder's conduct does not constitute a transgression of the Competition Act.			
6.	The bidder is not a tender defaulter as per the register published on the National Treasury website.			
7.	The bidder is not a restricted supplier as per the register published on the National Treasury website.			

* No bid shall be accepted if a supplier is not registered on the National Treasury Central Supplier Database (CSD).

** A bidder must be tax compliant before a contract is awarded. A bid will be disqualified if the bidder's tax affairs remains non-compliant as per the provisions of National Treasury Instruction No 09 of 2017/2018 Tax Compliance Status Verification.

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29.2 Stage 2: Key Qualifying Criteria

Appendix F – Stage 2 - Tender Evaluation Criteria

Stage 2 – Key Qualifying Criteria - Failure to comply with any of the requirements below will result in the bid being disqualified

No.	Description	Yes	No	Comments
1.	Bidder completed and submitted technical specification as per Section 5.4 - Appendix B			
2.	The bidder has included ICASA's Individual Electronic Communication Network Services (I-ECNS) or Individual Electronic Communication Services (I-ECS) Certificate as per 5.12			
3.	The bidder has completed and submitted detailed pricing as per Appendix C – Pricing Schedule and its sub-Appendices (C1, C2, C3, C4 and C5) as per 7.1			
4.	Bidder submitted five (5) contactable references as per Section 5.5			
5.	The bidder has completed and submitted Appendix E – Network Coverage with respect to existing voting stations and its sub-appendices (E1, E2 & E3) as per 3.20.2 and 5.7, 5.8 and 5.9			
6.	The bidder has indicated level of experience in providing similar solutions as per Section 5.6			
7.	The bidder has indicated service levels that include 24/7 service support during heightened election periods (including Sundays and public holidays) as per Section 3.20.7			
8.	Bidder has committed to providing alternative connectivity mechanism in areas of low or no connectivity by populating Appendix E2 as per 3.20.3			
9.	Bidder has submitted an example SLA as per 5.14			

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Overall Stage 2 Outcomes:	<u>Assessment Comments:</u>
	Bid qualifies for further consideration: (YES/NO):

29.3 Stage 3: Technical Disqualification Criteria

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Appendix F – Stage 3 - Technical Disqualification Criteria

	Compliance Minimum Requirements	Reference Section	Indicate whichever is applicable		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
1.	Has the bidder submitted a proposal with a solution architecture detailing how the solution will work?	5.3			
2.	Is the solution flexible enough to allow for the IEC to add up to 65,000 SIM cards?	3.2			
3.	Has the bidder committed to providing a way of ensuring nation-wide coverage? Of the areas where there is below 3G or no connectivity, the bidder must include as part of the bid, mechanisms even if on a temporary basis (say a by-election, registration weekend or any other event) to connect devices in such a place to the APN.	3.3 & 3.20.3			
4.	Is the solution a usage based APN solution?	3.2			
5.	Does the solution allow for SIM Cards to be ported from the existing service provider to the bidder's network?	3.15			
6.	Does the provision and activation of a SIM card have a turnaround time of at most 48 hours?	3.20.10			
7.	Has the bidder included a link to an interactive coverage map that can be used to verify the coverage data provided. This will also be used in the future for planning. Please provide the link on the right hand side.	3.20.5			
8.	The APN will be very critical to IEC's business especially during a brief heightened activity period of elections and by-elections including registration weekends thereof. During this time a 99.99% % availability of all connectivity infrastructure that the APN depends on is required. Outside of these times, normal availability 8x5 service level to be negotiated during the contract period will apply. A baseline availability of 99% is required.	3.20.6			

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Appendix F – Stage 3 - Technical Disqualification Criteria

	Compliance Minimum Requirements	Reference Section	Indicate whichever is applicable		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
9.	Has the bidder described the service structure and service levels available with the view of providing a 24/7 support service especially during the brief heightened period of elections and by-elections. The service level should include weekends and public holidays	3.20.7			
10.	Does the solution allow for different ranges of IP Addresses to be assigned to different sets of devices (laptops vs VMDs)?	3.20.10			
11.	Do the backhaul data lines have dual diverse links with automatic failover configuration (HSRP or VRRP) to enable high availability configuration for both National Office (Primary site) and DR site?	3.20.12 & 3.20.13			
12.	Can the IEC adjust the size of the primary and secondary backhaul data lines for both production and DR site on due notification without incurring penalties?	3.20.12			
13.	Is the IEC able to manage and control the usage and access requirements for all SIM cards, enabling and disabling access and usage as may be required from time to time, e.g. set a soft limit, disable SMS, voice-bearer services, access to certain networks, online services?	3.20.14			
14.	Does the APN management tool allow for different levels of access from viewing to being able to update the information on the database	3.20.19			
15.	All access to the public internet for the devices on the APN is to be restricted, where only connectivity to the APN shall be permitted. Did the bidder provide a shared firewall for internet breakout at the service provider that can control access to the internet?	3.20.15			
16.	Has the bidder proposed an Internet Breakout with a shared firewall? The shared firewall is accessible for joint management and reports?	3.20.15			

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Appendix F – Stage 3 - Technical Disqualification Criteria

	Compliance Minimum Requirements	Reference Section	Indicate whichever is applicable		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
17.	Has the bidder submitted an implementation project plan ?	3.20.16 & 5.10			
18.	Does the solution work with a Radius Server.	3.20.17			
19.	Does the solution provide a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum? set data usage limits per SIM card?	3.20.9			
20.	Does the solution provide a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum? The provisioning of SIM cards to the APN?	3.20.20			
21.	Does the solution provide a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum? Querying SIM card provisioning status?	3.20.20			
22.	Does the solution provide a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum? Individual and Aggregated SIM card Usage Reporting?	3.20.20			
23.	Does the solution provide a management tool to manage and monitor mobile data and SIM cards which provides for the following service at a minimum? Ability to view usage over time?	3.20.20			
24.	Is the solution secure and protected against malicious intrusions?	3.20.21			

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Appendix F – Stage 3 - Technical Disqualification Criteria

	Compliance Minimum Requirements	Reference Section	Indicate whichever is applicable		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
			Yes	No	
25.	Does the solution provide for alerts / warnings whenever there are faults to the service provider's environment related to the provision of the service to the Electoral Commission via email, SMS etc.?	3.9			
26.	Will the service provider allocate a service manager / account manager to handle all service related queries and escalations, with proper fault reporting procedures and escalation procedures especially during the heightened activity period of a major election (approximately 12 months before and up to and including election day and about 10 days after results announcement?	3.18			

29.4 Stage 4: Voting Coverage Scoring**CONTENTS OF THIS PAGE NOTED:****SERVICE PROVIDERS INITIALS / SIGNATURE**

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Appendix F – Stage 4: Bid Evaluation Score-Card for Voting Station Coverage.

The target is 100% coverage. A bidder must score at least 90% to qualify to the next stage of evaluation.

The score from the Appendix E will be used

	Bidder's score from Appendix E	Total Achievable score Total number of sites (35597) x 3: 106,791	% Achieved (Score/Total Achievable Score) To proceed to the next stage, bidder must score at least 90%	Assessment Comments
1.				
Overall Stage 4 Outcomes:		<u>Assessment Comments:</u>		
Bid qualifies for further consideration: (YES/NO):				

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29.5 Stage 5: Other Functionality

Appendix F – Stage 5 – Technical Scoring					
To qualify to the next phase of adjudication a bidder must score a minimum of 75% (76/101)					
	Product Description	Available Score	Points Allocation	Actual Score	Comments
1.	Relevant Reference	50	<p>References:</p> <ul style="list-style-type: none"> a) Customer name = 1 point b) Contact Person = 1 point c) Email = 1 point d) Telephone = 0.5 point e) Physical address = 0.5 points f) Product/Solution = 2 points g) Description of Services Provided = 1 point. h) Project Size Based on Budget = 0.5 point i) APN Project Size Based on Connected Devices = 2 points j) Services Provided in the Last 24 Months = 0.5 points <p>Total for references = maximum 10 points per reference (minimum 5 references required).</p>		

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Appendix F – Stage 5 – Technical Scoring

To qualify to the next phase of adjudication a bidder must score a minimum of 75% (76/101)

	Product Description	Available Score	Points Allocation	Actual Score	Comments
2.	Relevant Experience	10	Relevant Experience: a) > 5 years = 10 points b) 3 - 5 years = 8 points c) < 3 years = 0 points		
3.	%of the sites with load shedding mitigation	5	Load Shedding Mitigation a) >=90% (5 points) b) 80% to 89.9% (4 points) c) 70% to 79.9% (3 points) d) 60% to 60.9% (2 points) e) 50% to 50.9% (1 point)		
4.	Network Ownership	10	The bidder owns the network they will use for this tender: a) > 90% of the network (10 points) b) 80 – 90% of the network (8 points) c) 70 – 80% of the network (6 points) d) 60 - 70% of the network (4 points) e) 50 - 60% of the network (2 points)		

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Appendix F – Stage 5 – Technical Scoring

To qualify to the next phase of adjudication a bidder must score a minimum of 75% (76/101)

	Product Description	Available Score	Points Allocation	Actual Score	Comments
5.	Network Coverage (total)	5	<p>Bidder has coverage (3G and better) of the following percentages:</p> <p>a) > 99% of the network (5 points)</p> <p>b) 95.1– 98.9% of the network (4 points)</p> <p>c) 90 – 95% of the network (3 points)</p>		
6.	Network Coverage	5	<p>a) For the purposes of the tender the bidder will use: (5 points)</p> <p>i. 5G network (at least 10%) (3 points)</p> <p>ii. 4G network (at least 30%) (2 points)</p>		
7.	Data QoS Reports	11	<p>The Electoral Commission will use one of the publicly available QoS Stationary reports from ICASA for one of the 9 provinces. The measurements to be considered include the following:</p> <p>a) HTTPS Browsing - Overall HTTPS Browsing Web Page Load Time [s]</p> <p>i. The bidder is not the worst overall performer against its peers for 3G (2 points)</p> <p>ii. The bidder is not the worst overall performer against its peers for 4G (2 points)</p>		

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Appendix F – Stage 5 – Technical Scoring

To qualify to the next phase of adjudication a bidder must score a minimum of 75% (76/101)

	Product Description	Available Score	Points Allocation	Actual Score	Comments
			<p>b) Data Latency: Overall Average Ping Latency [ms]</p> <p>i. The bidder is not the worst overall performer against its peers for 3G (2 points)</p> <p>ii. The bidder is not the worst overall performer against its peers for 4G (2 points)</p> <p>c) The bidder’s measured signal strength is usable for data as per ICASA’s guidelines (2 points)</p> <p>d) The bidder’s measured signal quality is usable for data as per ICASA’s guidelines (1 point)</p>		
8.	High Level Network Improvement Plan	2	The bidder has included high level Network Improvement plans to be undertaken during the duration of the contract (2 points)		
9.	Initiation Data Bundle	2	The initiation 10 GB data bundle before the implementation of the APN is the same as the APN 10 GB data usage cost (2 points).		
10.	Unlimited Data Usage (Bonus Point)	1	Bidder has unlimited data usage offering (1 point) –		

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Appendix F – Stage 5 – Technical Scoring

To qualify to the next phase of adjudication a bidder must score a minimum of 75% (76/101)

	Product Description	Available Score	Points Allocation	Actual Score	Comments
	TOTAL:	101			
	Overall Phase 3 Outcomes:	<u>Assessment Comments:</u>			
		Bid qualifies for further consideration (YES/NO):			

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Appendix F - Stage 6 – Adjudication of Bids

Only bids that comply with the requirements and conditions of the tender and that meet the minimum criteria in the bid evaluation process as stipulated above will be considered for bid adjudication purposes.

Acceptable bids must be market related.

This bid is deemed not to exceed R50 million including VAT.

Therefore, the 80/20 preference point system (PPPFA scoring) in terms of the Preferential Procurement Policy Framework Act, 2005 (PPPFA) and the Preferential Procurement Regulations, 2022 shall apply in the adjudication process of this tender where all acceptable bids received are equal to or below R50 million including VAT. Preference points will be allocated as follows:

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Bid Evaluation Committee

	Committee Member's Name	Signature
1		
2		
3		
4		
5		

Overall Adjudication Outcomes:

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