

BID INVITATION

CONTRACT NO CDC/391/22

REQUEST FOR PROPOSAL

APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, SUPPORT AND MAINTAINANCE OF IT INFRASTRUCTURE

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders in the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of quality complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialization and logistics zones. The CDC's advanced capabilities are successful enablers in economic zone development and management, real assets management, infrastructure planning and development for National, Provincial, Local Government Departments and State-owned Entities, technology integration while realising related socio-economic impact areas such as skills and SMME development. The foundational culture of the CDC's approach, backed by core values, is innovation and continuous improvement.

The CDC attracts local and foreign investment into the Coega Special Economic Zone (SEZ) and the Nelson Mandela Bay Logistics Park (NMBLP); conceptualises and develops complex, multi-disciplinary projects; and provides programme management, strategic advisory, economic research, and human capital services. It manages the entire development and service provision through innovative approaches that combine multi-disciplinary skills.

INVITATION AND SCOPE OF WORK

The Coega Development Corporation (CDC) is seeking to appoint a qualified service provider for the Supply, Support and Maintenance of IT Infrastructure.

The CDC is embarking on a hardware refresh for the out of warranty IT infrastructure and putting it under maintenance to overcome service constraints.

The objective is to overhaul the IT infrastructure posture to have a stable, simplified, and optimised environment for improved service continuity, governance, and compliance.

The requirement is for the 1) supply, 2) support and 3) maintenance of IT Infrastructure and must include the following deliverables:

- a) Design and implementation of the solution;
- b) Provisioning of a centrally managed solution platform;
- c) Local Area Network (LAN) and Wide Area Network (WAN);
- d) Software Defined Wide Area Network (SD WAN);
- e) Wireless network;
- f) Core network;
- g) Access network;
- h) Network security and firewall;
- i) Storage;
- j) Backups and Disaster Recovery (DR);
- k) Replacement and disposal of unsupported hardware; and
- l) Data Centre smart availability and capacity management through Artificial Intelligence (AI) and intelligent analytics.

Required expertise:

- a) Planning, design and implementation;
- b) Service delivery and customer support;
- c) Technical support and maintenance of the solution; and
- d) Skills transfer and training to Coega representatives for continual support of the solution.

CONDITIONS OF TENDER

- a) The CDC's Procurement Policy and Procedures shall apply.
- b) The following scores will be determined as follows:
 - i. Price - 80
 - ii. BBBEE Score - 20
- c) The following shall apply:
 - i. Public Finance Management Act (PFMA);
 - ii. National Treasury Regulations;
 - iii. Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - iv. Compensation for Occupational injuries and disease Act (130 of 1993);
 - v. Any other applicable legislation.
- d) Bidders must be VAT registered and bids must be submitted VAT inclusive. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Services (SARS) as VAT vendors. The award of contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
- e) Bidders must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- f) Bidders with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements) Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit a sworn affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template. In case of a JV, a consolidated B-BBEE certificate must be submitted as well as individual B-BBEE Certificates/affidavit of their entities to confirm the type of enterprise.
- g) The empowerment and development objectives (33% SMME Involvement) will be controlled by implementing the procedure listed in (h) below, where the bidder in terms of the Amended BBBEE Codes is a Generic Entity (Turnover of over R50mil).
- h) The appointed service provider must sub-contract entities from previously disadvantaged groups (black, female and/or with disability) and/or local (within NMBM) black-owned companies (with a turnover of less than R50mil), where scope and credentials permit.
- i) A successful bidder will be required to comply with the local production and content requirements by meeting the minimum threshold of 90% for the designated sector, Electrical and Telecommunications Cables.
- j) Bidders must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or

provide a Treasury CSD registration number e.g. MAAA0.

- k) Proof of registration with Treasury's Centralized Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA..., etc.
- l) The CDC will only award the tender to a bidder who is tax compliant. The tax compliance status of the bidders will be verified through CSD and SARS website, therefore prospective bidders must ensure that they are Tax Compliant throughout the validity period of the bid in review.
- m) Bidders will be evaluated based on functionality and are required to meet the minimum of 60% threshold to pass and be evaluated further. The evaluation criteria for measuring functionality and weight of each criteria are provided under Table A1 & A2 of in the RFP document.
- n) The CDC will not award more than two active projects to one bidder, unless one project has reached 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended bidder is the only responsive service provider and has already been awarded two contracts.
- o) Bidders must complete and sign the POPI Act Form Annexure D. In case of Joint Venture/Consortium, a separate form in respect of each party to the JV must be completed.
- p) Public Servants are prohibited from conducting any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done and bidders will be disqualified should they be found to be in contravention with the regulations. A letter of confirmation must be provided with this bid document should a bidder have been granted permission by The successful bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993) and Disaster Management Act, Act (57 of 2002) and, all relevant legislations throughout the duration of the contract. Upon appointment of the successful bidder, the service provider will be required to develop Occupational Health, Safety and Environmental Management Systems in compliance to the CDC Norms and Standards.
- q) The tender validity for this project is twelve (12) weeks from closing date.
- r) Incomplete RFP Document will result in the submissions being deemed null and void and shall be considered non-responsive.
- s) The appointment will be for 60 months.

The RFP documents will be available for download from the CDC Website (www.coega.co.za) free of charge from **Friday, 16 September 2022**. Potential bidders will be required to provide their email addresses in the system before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

A non-mandatory briefing meeting that will include a site visit will be conducted at the Coega Development Corporation Business Centre Cnr. Alcyon Road & Zibuko Street, Zone 1 Coega SEZ, Gqeberha on **Tuesday, 27 September 2022 at 10h00**.

Queries relating to this RFQ may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management e-mail: tenderscdc39122@coega.co.za between the period of **19 September 2022 to 30 September 2022**. No new queries received after **30 September 2022** will be entertained.

The closing date and time for the receipt of completed proposals is on **Monday, 10 October 2022 at 12h00**. One original of the completed RFP document shall be placed in a sealed envelope clearly marked: **“CDC/391/22 – APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, SUPPORT AND MAINTENANCE OF IT INFRASTRUCTURE”**. Documents are to be placed in the tender box at CDC Head Office, Coega Business Centre, Cnr Alcyon Road & Zibuko Street, Zone 1, Coega SEZ, Gqeberha (Port Elizabeth), South Africa. RFP documents will not be opened in public. No late submissions will be considered.

Failure to submit all mandatory information required in the RFP will result in the submissions being deemed null and void and shall be considered non-responsive

Telegraphic, telexed, tippexed, facsimiled or e-mail submissions will not be accepted.

No telephonic or any other form of communication with any other CDC member of staff, other than the named individual above, relating to this request for bid will be permitted. All enquiries regarding this bid must be in writing only.

The CDC reserves the right not to accept the lowest proposal in part or in whole or any