

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

Office: DIR: ICT SYSTEM MAN & BUS INTELL

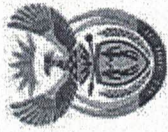
Billing Address: PRIVATE BAG X81, PRETORIA, 0001

Delivery Address: MOMENTUM BUILDING, C/O PRETORIUS & PRINSLOO STREETS, PRETORIA, 0001, SOUTH AFRICA,

Tel: 012 315 1111

Fax:

Email:



PURCHASE ORDER
Copy

PO Number: POR00007L5

Amendment: 0 Date: 2023/09/20

ECMS

PO Box 217 Menlyn

Pretoria

Menlyn

Pretoria

Gauteng

0063

ZAF

Attention: Tsholofelo Makgoba

Cell: 078 501 8915

Office: 0127485000

Fax:

Email: tsholofelom@e-cms.co.za

Our contact

A MYBURGH

Cell: 084 306 9831

Tel: 012 315 1868

Fax: 086 670 4837

Email: ANMYBURGH@justice.gov.za

	Contract Number	Your Item Number	Our Item Number	Description	Delivery Date	Quantity	Total (Excl)
1	20230919		1381684 0008	COSign.	2023/09/19	6.00 HR	860,040.00

Sub Total: ZAR 860,040.00

Discount: ZAR 0.00

Total (Excl): ZAR 860,040.00

VAT: ZAR 129,006.00

Total (Inc): ZAR 989,046.00

Terms 30 DAYS

Comments

PLEASE NOTE:

Invoices must be addressed to the office and contact person to whom the goods or services were delivered to. The invoice must also contain the relevant purchase order number. Invoices not containing a purchase order number may result in non-payment.

Full Names:

Signature:

Date:

REQUEST FOR QUOTATION EVALUATION

QRR00007MC

RFQ Line	Item Number	Description	Quantity
1	1381684 0008	COSign.	6.00 HR

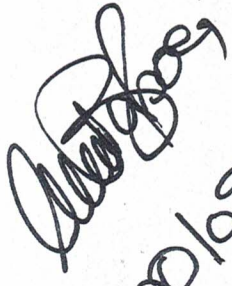
Supplier and quotation detail	Price (ZAR):	Points awarded			Accepted
		Goals	Price	Total	
Supplier: ENTERPRISE CONTENT MANAGEMENT SOLUT Comments: A valid quotation has been received	989,046.00	10.00	80.00	90.00	☒

Sina Moseleane
Evaluator Name and Surname

18347932
Evaluator Persal Number


Evaluator Signature

20/9/2023
Date


20/09/2023



the doj & cd

Department:
Justice and Constitutional Development
REPUBLIC OF SOUTH AFRICA

BRANCH: Information Communication Technology

Tel: 012 3151685

Email: LNkuna@justice.gov.za

INTERNAL MEMO

DATE:	27 July 2023	FILE NO:	
TO:	Mr. J. Hlatshwayo	FROM:	Ms. Lerato Nkuna
Via:	Ms. I.J. Mahlakanya		

SUBJECT:	REQUEST APPROVAL TO APPOINT ENTERPRISE CONTENT MANAGEMENT SOLUTIONS (PTY) LTD FOR THE COSIGN TECHNICAL AND END-USER SUPPORT, AND COSIGN ARCHITECTURAL SERVICES FOR A PERIOD OF NOT EXCEEDING SIX (6) MONTHS.
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1. Purpose

1.1 The purpose of this memorandum is to request the Deputy Director-General: Information and Communication Technology (DDG: ICT) to approve the quotation received from Enterprise Content Management (PTY) Ltd (ECMS) for CoSign Technical and end-user support, and COSIGN Architectural Services for a fixed two (2) months period, thereafter on a month to month basis for a period of four (4) months, with a one (1) month termination notice period.

1.2 This memorandum also requests the approval to appoint ECMS to provide the quoted services for the amount and period stated.

2. Executive Summary

2.1 The Department owns Cosign Digital Signature solution; which is currently in use on the Itirele system.

2.2 The Department currently does not have technical support for Cosign; therefore is unable to resolve issues that arise from the solution. Thus a RFQ was issued to acquire technical support services for the Cosign Digital Signature solution.

2.3 A procurement process is underway for Digital Signature solution that will replace the Cosign Digital Signature solution.

Annexure A – RFQ to ECMS

Annexure B - Quotation

Annexure C – Bid Documents

Enterprise Content Management Solutions (PTY) Ltd (ECMS) was awarded the service contract to implement and support the Cosign Digital Signature solution in the department; and they are the only known company in the country that has resources to support the implemented version of Cosign Digital Signature solution. ECMS is also an accredited service provider to support the Cosign Digital Signature solution.

4. Financial Implications

- 4.1 A quotation for the CoSign Technical and end-user support, and COSIGN Architectural Services was requested from ECMS as the Sole Supplier accredited to provide the service.

The amount for the required service as quoted by ECMS is as follows:

Service Description	Unit Price (Excl. VAT)	Period
CoSign Technical and End User Support	R635 040.00	fixed two (2) months period, thereafter on a month to month basis for a period not exceeding four (4) months, with a one (1) month termination notice period
CoSign Architectural Services	R225 000.00	
VAT	R129 006.00	
Total (Inc. VAT)	R989 046.00	

- 4.2 Funds will be available under the Directorate: ICT System Management and Business Intelligence.

5. Recommendations

- 5.1 It is recommended that the DDG: ICT approves of the quotation received from Enterprise Content Management (PTY) LTD to the value of R989 046.00 CoSign Technical and end-user support, and CoSign Architectural Services for a fixed two (2) months period, thereafter on a month to month basis for a period not exceeding four (4) months, with a one (1) month termination notice period.
- 5.2 It is also recommended that the DDG: ICT approves the appointment of Enterprise Content Management (PTY) LTD to provide CoSign Technical and End User Support, and CoSign Architectural Services for the amount and period quoted.



Ms. L. Nkuna
DD: ICT System Management

31/07/2023
Date