



SOUTH AFRICA

Electoral Commission

Auction Number: 10483252

Campus (Network) Switches – Disaster Recovery

IMPORTANT NOTICE

Failure to comply with the completion of the auction conditions and the required information (i.e. technical and functional requirements of the system) or submission of the required stipulated documents indicated in the bid document (i.e. non submission of the required reseller authorisation details and warranty stipulations) shall invalidate a bid.

1 Purpose

The Electoral Commission (IEC) seeks to procure two (2) campus (network) switches for the Disaster Recovery (DR) site.

2 Background

The IEC has invested extensively in its Information and Communication Technology (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 Electoral Commission's ICT Department intends to continue running a highly efficient and stable ICT environment making full use of industry standards, best practices and disciplines based upon stable and reliable technologies.

Bidders must place a bid on the Votaquotes (eProcurement) system and then provide all the required documentation before the closing dates as specified in this document and on the Votaquotes web site.

3 Technical Specifications

The technical and functional specifications for the required system are detailed below and it must be noted that these are the minimum requirements. The only deviation that may be accepted will be in a case where the bidder's offering or proposal is better, anything below the minimum technical and functional specification will be disqualified.

3.1 Hardware and Software Requirements

The specifications stated below are the minimum required and the bidder must recommend a system with the same or better technical and functional specifications.

The required switches minimum specifications are as follows:

Item Number	Description	Quantity
1	Aruba 6405 Switch	2
2	Aruba 5 Year Foundation Care Next Business Day Exchange Volume T1 6405 Switch Service	2
3	Aruba 6400 1800W Power Supply with C16 Inlet Adapter including the power cord – South Africa localization	8
4	Aruba 6400 Management Module	2
5	Aruba 6400 48p 1GbE CL6 PoE 4SFP56 Module	2
6	Aruba 6400 24p 10GT 4SFP56 Module	2
7	Aruba 6400 24p SFP+ 4SFP56 Module	2
8	Aruba 10G SFP+ to SFP+ 3m DAC Cable	2
9	Aruba 6400 24-port SFP+ and 4-port SFP56 Module	2
10	Aruba 10G SFP+ LC SR 300m MMF Transceiver including LC-LC 3m fiber leads	32
11	Aruba NetEdit Single Node 3yr Sub E-STU	2
12	Aruba X2C2 RJ45 to DB9 Console Cable	1

The switches must be delivered with the latest firmware and patches.

The IEC uses HPE-IMC Intelligent Management Centre to configure and manage these switches. The switch must be delivered fully functional not depending on other items not delivered.

4 General Auction Conditions

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

- 4.1 Bidders must place bids online on the Electoral Commission's eProcurement website by not later than the stipulated closing date and time on the auction.
- 4.2 Bidders must complete and submit Annexure A – SDB4 – Bidder's Disclosure
- 4.3 Bidders must complete and submit Annexure B to demonstrate compliance with the technical requirements
- 4.4 The bidder must be authorized to sell the system proposed. An OEM letter of proof of the reseller agreement/authorization must accompany the written documentation for this bid. Should the reseller authorization be from a distributor, then a proof of authorization authorizing the distributor to resell and/or to authorize others by the OEM, must be submitted and an agreement between the bidder and distributor must be submitted.
- 4.5 The Electoral Commission seeks the supply and maintenance (OEM warranty) of the switches. All costs associated with the supply and maintenance (OEM warranty) of the proposed system must be included in the total bid price. The bidder must include a statement of OEM warranty as part of the bid submission.
- 4.6 Price on the supporting documentation submitted to the Electoral Commission Procurement department must be exactly the same as on the online submission.

- 4.7 The Electoral Commission will issue a formal purchase order to the successful bidder before any services can be delivered.
- 4.8 Awarding of the bid to any successful bidder may be subject to the Electoral Commission's due diligence audit requirements, where applicable.
- 4.9 The Electoral Commission reserves the right and discretion to cancel and not award this bid based on any reason including operational or financial.
- 4.10 No payment shall be made until full and final configuration and deployment has taken place and the system has been confirmed to be configured and deployed in accordance with the specifications.
- 4.11 The switches must be delivered within six (6) to eight (8) weeks upon receipt of an official purchase order. The bidder must provide a letter committing to delivering within that period.

5 Quality Control

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

- 5.1 By bidding the bidder undertakes and warrants that the proposed hardware and services are in line with auction specifications;
- 5.2 The bidder will have the primary responsibility of ensuring that the proposed system complies with the required specifications in terms of functionality and technical specifications including quantity and quality;
- 5.3 It must be noted that the Electoral Commission seeks to gain the best solution technically, functionally and financially, and will select the solution that it deems to give the best investment;
- 5.4 Preference may be given to a solution that is based on a standard existing system in the market and not a system specifically designed or cloned for this bid. The Electoral Commission may require proof of market penetration and references.
- 5.5 The Electoral Commission may also call on bidders to make further submissions and/or presentations 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 conclusion of the adjudication of the auction.

6 Pricing Requirements

- 6.1 The total bid price must be firm for 180 days and must be in South African Rands inclusive of VAT.
- 6.2 Bidders must also submit a quotation showing the part number, description, unit cost, quantities and total cost for each component of the switch proposed. .
- 6.3 The total bid price must be inclusive of all factors which may contribute the cost of fulfilling the bid, factors such as:
 - a) Hardware and Software costs
 - b) Warranty costs The IEC reserves the right to adjust costs by excluding some cost factors.

7 Adjudication and Award of Contract

- 7.1 Bidders are advised to use the Bid Evaluation Criteria in Annexure C to ensure that they have addressed all critical bid requirements.
- 7.2 The bid will be awarded to a bidder whose solution successfully conforms to specifications and is able to deliver the required solution.
- 7.3 Awarding the bid to a successful bidder may be subject to the bidder entering into a service level agreement (SLA) with Electoral Commission's that will formalize and regulate the final deliverables and associated processes and procedures.
- 7.4 The bidder should undertake and confirm ability deliver the switches within six (6) to eight (8) weeks from date of receiving the official purchase order.

8 Closing Date and Time of the Auction

The closing date and time of this auction is specified on the eProcurement (Votaquotes) website (https://votaquotes.elections.org.za/eproc_inter/Default.aspx) in accordance with the specified bidding requirements. The closing date and time is determined by the clock on the Electoral Commission's servers and is not negotiable.

9 Written Submissions

- 9.1 All written supporting documentation must be submitted as stipulated on the e-Procurement website <https://votaquotes.elections.org.za>. Submissions received after the final date and time will be disqualified and not considered for award.
- 9.2 Supporting documentation must not contradict the key details submitted in the online bid details.
- 9.3 The following supporting documents must be submitted as part of the written submissions. Failure to submit these will lead to the bid being disqualified:
 - a) **Annexure A – Bidder's Disclosure SBD4 as per 4.2**
 - b) **Completed technical bid response sheet in Annexure B as per 4.3**
 - c) **Proof of OEM reseller agreement or authorization from the Distributor and/or OEM accreditation as specified in 4.4**
 - d) **Statement of OEM warranty on the equipment supplied as per 4.5**
 - e) **A quotation showing the part number, description, unit cost, quantities and total cost for each component of the switch proposed as per 6.26.2**
- 9.4 There are two options for submitting supporting bid documentation, that is:
 - Option 1** – The bidder can submit online through an online upload onto the auction as indicated in the auction details before the stipulated closing date and time.
 - Option 2** –The bid supporting documentation may be submitted / delivered at the Electoral Commission's national office, by placing the documentation in the Electoral Commission's tender box situated in the foyer of the Electoral Commission's national office in Centurion at the address stated in paragraph 9.5 below.

- 9.5 The Electoral Commission's national office delivery address for both the bid specification and proposed equipment is as follows:

**Election House
Riverside Office Park,
1303 Heuwel Avenue,
Centurion,
0157**

- 9.6 The documentation must indicate the bidders name and must also be clearly marked for the attention of Procurement and Asset Management – Auction Number: 10483252.

10 Enquiries

Enquiries must be directed to the following responsible persons. In case of written/emailed enquires.

Technical enquiries must be directed to

- a) Mr. Siviwe Gwadiso (012) 622-5473 or email gwadisos@elections.org.za
- b) Mr Libisi Maphanga (012) 622-5700 or email libisi@elections.org.za

11 Bidder's Disclosure (SBD4)

The bid evaluation team noted that 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 Annexure A below, was extended to all entities which were invited to participate in the auction process.

The bid evaluation committee noted that, 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, the bid evaluation team 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.

The bid evaluation team, furthermore, noted that 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.

12 Annexure A – Bidder’s Response (SBD4)

Bidder’s Disclosure – SBD 4			
The Bidder must complete and submit the SBD4 form. Failure to submit the SBD4 will lead to disqualification			
Company Name (Bidder):			
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.			

13 Annexure B – Technical Bid Response

Annexure B – Technical Bid Response

Completion of this technical response sheet by the bidder is compulsory.

Bidder must respond to each and every item in the response sheet.

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

Item Number	Description	Quantity	Bidder must indicate whichever is applicable		Bidder's response/technical specification for proposed solution. Bidder may indicate the part numbers and quantities associated with each requirement.
			Yes	No	
1	Aruba 6405 Switch	2			
2	Aruba 5 Year Foundation Care Next Business Day Exchange Volume T1 6405 Switch Service	2			
3	Aruba 6400 1800W Power Supply with C16 Inlet Adapter including the power cord – South Africa localization	8			
4	Aruba 6400 Management Module	2			
5	Aruba 6400 48p 1GbE CL6 PoE 4SFP56 Module	2			
6	Aruba 6400 24p 10GT 4SFP56 Module	2			
7	Aruba 6400 24p SFP+ 4SFP56 Module	2			
8	Aruba 10G SFP+ to SFP+ 3m DAC Cable	2			
9	Aruba 6400 24-port SFP+ and 4-port SFP56 Module	2			
10	Aruba 10G SFP+ LC SR 300m MMF Transceiver including LC-LC 3m fiber leads	32			
11	Aruba NetEdit Single Node 3yr Sub E-STU	2			
12	Aruba X2C2 RJ45 to DB9 Console Cable	1			

14 ANNEXURE C - BID EVALUATION

Bid Evaluation Process

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 Annexure B, was extended to all entities which were invited to participate in the SCM 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:

- (e) 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-
 - (iii) Is prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2014; or
 - (iv) has permission to perform other remunerative work outside of their employment, where the PAMA does not apply to such employee;
- (f) the conduct of a person constitutes a transgression of the Prevention and Combating of Corrupt Activities Act, 2004;
- (g) the conduct of a person constitutes a transgression of the Competition Act, 1998, the conduct must be reported to the Competition Commission; and
- (h) 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-

- (c) the Register of Tender Defaulters; and
- (d) the list of restricted suppliers.

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

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
Bidder is registered on the National Treasury Central Supplier Database (CSD). *		
Bidder is tax compliant. **		
The bidder is not an employee of the state.		
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.		
Having certified to the SBD4, it is accepted that the bidder's conduct does not constitute a transgression of the Competition Act.		
The bidder is not a tender defaulter as per the register published on the National Treasury website.		
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.

Stage 2: Campus (Network) Switches – Disaster Recovery				
Company Name (Bidder):				
– Key Qualifying Criteria – (Disqualifying Factors)				
Failure to comply with any of the requirements below will result in the bid being disqualified				
No.	Description	Yes	NO	Comments
1.	Has the bidder completed and submitted technical specification - Annexure B as per 4.3?			
2.	Has the bidder submitted a quotation for the proposed switch as per 6.2?			
3.	Has the bidder submitted a letter of proof of the reseller agreement either from the OEM or an authorized distributor as per 4.4?			
4.	Has the bidder included a statement of warranty from the OEM for the equipment being proposed as per 4.5?			
Overall Stage 2 Outcomes:		<u>Assessment Comments:</u>		
		Bid qualify proceed to next phase: (YES/NO)		

Stage 3 – Technical Requirements					
Failure to comply with any of the requirements below will result in the bid being disqualified					
Primary Equipment	Item	Product Description	Quantity	Comply (Y/N)?	Comments
ARUBA 6405 Switch Chassis (components per chassis)	1	Aruba 6405 Switch	2		
	2	Aruba 5 Year Foundation Care Next Business Day Exchange Volume T1 6405 Switch Service	2		
	3	Aruba 6400 1800W Power Supply with C16 Inlet Adapter including the power cord – South Africa localization	8		
	4	Aruba 6400 Management Module	2		
	5	Aruba 6400 48p 1GbE CL6 PoE 4SFP56 Module	2		
	6	Aruba 6400 24p 10GT 4SFP56 Module	2		
	7	Aruba 6400 24p SFP+ 4SFP56 Module	2		
	8	Aruba 10G SFP+ to SFP+ 3m DAC Cable	2		
	9	Aruba 6400 24-port SFP+ and 4-port SFP56 Module	2		
	10	Aruba 10G SFP+ LC SR 300m MMF Transceiver including LC-LC 3m fiber leads	32		
	11	Aruba NetEdit Single Node 3yr Sub E-STU	2		
	12	Aruba X2C2 RJ45 to DB9 Console Cable	1		
Overall Stage 3 Outcomes:		<u>Assessment Comments:</u>			
		Bid qualify proceed to next phase: (YES/NO):			

Stage 4 – Adjudication of Bids

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

Only market related bids will be acceptable.

Adjudication of qualifying bids will be done in accordance with the 80/20 preference point system provided for in the Preferential Procurement Regulations, 2017.

The number of preference points will be allocated dependent on the B-BBEE status level of contributor as stated in the table below which is contained in the Preferential Procurement Regulations, 2017.

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

	Name	Signature	Date
1			
2			
3			
4			
5			