

TENDER BRIEFING / CLARIFICATION SESSION**MINUTES**CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

CORC: INFORMATION SYSTEMS & TECHNOLOGY

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TENDER NO: 43G/2023/24**DESCRIPTION: SUPPLY, INSTALLATION, MAINTENANCE & OEM SUPPORT OF
TELECOMMUNICATIONS NETWORK EQUIPMENT****SESSION DATE:** 11 September 2023**SESSION TIME:** 10h00 a.m. – 11:30 am**SESSION VENUE:** Skype Meeting**SESSION TYPE:** Non- Compulsory Briefing Session**CITY OFFICIALS PRESENT**

NAME AND SURNAME	REPRESENTING
Razien Suffla	IS&T
Thomas Bosman	SCM
Sean Pead	IS&T
Ammon	IS&T
Keikenametsi Ntaba	SCM
Thembi Gumede	IS&T
Zukiswa Nocanda	IS&T

SERVICE PROVIDERS PRESENT

NR.	SERVICE PROVIDER
1.	Data Centrix
2.	Africa-one Consulting and Research (Pty) Ltd
3.	SGT Solutions
4.	Baraka IT Solutions
5.	Altron Systems Integration
6.	Altron Systems Integration
7.	DLK Group
8.	Alcatel-Lucent Enterprise
9.	Nokia S.A
10.	DLK Group
11.	Warico Trading (Pty) Ltd

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12.	Liquid Intelligent Technologies
13.	Simplified IT Services
14.	Optical Fibre Trends
15.	BCX
16.	DLK Group
17.	Huawei
18.	Altron
19.	DLK
20.	Link Africa
21.	Shanti Africa Technology
22.	Brilliant Telecommunications (Pty) Ltd

a) Welcome and Introduction

Zukiswa Nocanda, from City of Cape Town Information System & Technology Department welcomed everyone present and requested everyone to introduce themselves by writing their names, company names and email addresses in the IM. The meeting officially started at 10:05 with a presentation from Razien Suffla (Razien).

Presentation

Purpose of the tender

- Razien stated that the purpose of the tender is to procure equipment/spares and software licenses for existing infrastructure as well as OEM support on an adhoc basis (as and when required)
- Tenderers will as and when required be requested to supply/replace either hardware or software
- Delivery of equipment will be to the City's stores or nominated sites.
- In some instances, the tenderer will be required to install, commission and test the equipment
- The contract period will be from date of commencement until 30 June 2026
- The City intends to award the tender to Main Tenderer and Alternative Tenderer per schedule.

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Scope of the tender

- The tender consists of four (4) schedules, the schedules will be evaluated and awarded independently:

Schedule A: SUPPLY OF SPARES, SOFTWARE LICENCES AND OEM SUPPORT FOR THE EXISTING TELECOMMUNICATIONS NETWORK EQUIPMENT (NOKIA OR EQUIVALENT)

Schedule B: SUPPLY OF SPARES, SOFTWARE LICENCES AND OEM SUPPORT FOR THE EXISTING TELECOMMUNICATIONS NETWORK EQUIPMENT (ALCATEL OR EQUIVALENT)

Schedule C: SUPPLY OF SPARES, SOFTWARE LICENCES AND OEM SUPPORT FOR THE EXISTING TELECOMMUNICATIONS NETWORK EQUIPMENT (HUAWEI OR EQUIVALENT)

Schedule D: SUPPLY OF SPARES, SOFTWARE LICENCES AND OEM SUPPORT FOR THE EXISTING TELECOMMUNICATIONS NETWORK EQUIPMENT (ADVA DWDM OR EQUIVALENT)

Refer to Section 13 of the tender document for details.

Tender evaluation

Additional Eligibility Criteria

In addition to the eligibility criteria stated in clause 2.2.1 of the tender document, tenderers must comply with the following requirements:

- To be declared responsive, tenderers **MUST** be authorised by the OEM or an Accredited Distributor to sell the goods, support and manage any warranty processes and escalations, as and when required
- Proof of Accreditation must be attached to schedule 13 of the tender document as follows:
 - Proof of accreditation from the OEM – if procuring directly from OEM
 - Proof of Distributor's OEM accreditation by the OEM and Proof of authorisation of the tenderer by the Distributor – if procuring via the Distributor.

Tenderers to note that failure to the accreditation by the closing date of the tender, will render the bid non-responsive.

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Functionality Scoring

- **Tenderers must achieve minimum score of 65% on functionality to be declared responsive.**
- Functionality criteria will be assessed in the following areas:
 1. Track record
 2. Company Experience
 3. Experience of Network Engine

Schedule 13A, 13B and 13C must be completed and evidence to be appended to each schedule. No points will be allocated if the schedules are not completed and the evidence is not provided.

Price List

Tenderers must submit with the tender document OEM/Distributor price list with the details below:

- Must indicate ITEM NAME
- PRICE inclusive of OEM license
- 12-Month OEM annual price where applicable
- Reference Item number in accordance to PRICE SCHEDULE (5)

Failure to provide the above mentioned information will render the tender non-responsive

Price Instructions:

Tenderers **must** comply with the price instructions as stipulated in section 5 of the tender document

Tenderers must price for each item in the schedule tendering for unless the item is offered at no cost to the City

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Special Conditions of contract

Tenderers to take note of all Special Conditions of Contract

Tender details

Tender Closing date: 21 September 2023, 10:00am

Tender BOX number: 130

Tender queries: TBS.TenderQueries@capetown.gov.za

NB: Tenders received late (after closing date and time will not be considered.

The presentation is attached to the minutes

SCM Representative

The SCM representative emphasised that:

OEM certification must be valid at the time of tender closing, should it expire before the evaluation is finalized, the Bid Evaluation Committee will request it.

The City reserves the right to verify prices directly with the OEM or Distributor

Meeting Closure

The were no questions received from the service providers and the meeting was closed at 11h00.