



SOUTH AFRICA

Electoral Commission

Auction 0010532011

Fujitsu Servers Maintenance

IMPORTANT NOTICE

Failure to comply with the completion of the auction conditions and the required information or submission of the required stipulated documents indicated in the bid specification document will result in disqualification.

1. Purpose

- 1.1. The Electoral Commission seeks to appoint a suitably qualified service provider to supply support and maintenance on its Fujitsu servers for a period of 24 months.
- 1.2. **Bidders must place a bid on the Votaquotes (e-Procurement) system and then provide all the required documentation before the due dates as specified in this document and on the Votaquotes web site.**

2. Background Information

- 2.1. The Electoral Commission (IEC) is a permanent body created by the Constitution to promote and safeguard representative democracy in South Africa. Although accountable to Parliament, the Electoral Commission is independent of the government of the day. Its immediate task is the impartial management of free and fair elections at all levels of government.
- 2.2. The Electoral Commission has invested extensively in ICT technologies, which provide a platform to effectively support and enable its business processes, in an effort to meet its goal of delivering free and fair elections in an open and transparent environment. The Electoral Commission's ICT Department intends to continue running a highly efficient, stable and secure ICT infrastructure, making full use of industry standards, best practices and disciplines based upon stable and reliable technologies.
- 2.3. The Electoral Commission has been using 81 x Fujitsu servers since 2019 and the 5 years' support and maintenance ended in May 2024.
- 2.4. The Electoral Commission would like to renew the support and maintenance for a further 24 months from 01 March 2025
- 2.5. Most of the servers are located at the National Office in Centurion and there is one server per province located in the province's capital town except in Gauteng (Johannesburg), Eastern Cape (East London), KwaZulu-Natal (Durban).

3. Technical Requirements

- 3.1. The technical specification for the required solution is as specified below. 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 bidder is to propose a Next Business Day (NBD), On-Site support and maintenance contract for a

period of 24 months.

3.3. The service must include:

3.3.1.Remote problem determination

3.3.2.On-site and Remote diagnostic and remedial maintenance service

3.3.3.Next Business Day on-Site Resolution Target (Mean Time-To-Repair)

3.3.4.Access to services and support from Fujitsu manufacturing, engineering and development locations

3.3.5.Preventative Service Support

3.3.6.Support for known defects for which no updates, patches or fixes have been created

3.3.7.Normal support including access to patches, fixes and field replaceable units

3.4. The server list is below:

Category of Servers	Description	Serial Numbers	Quantity
Category 1	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5122 4 Core 3.60 GHz, 32 GB (2 x 16 GB) RAM, 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001999, YMAK002000, YMAK002001, YMAK002002, YMAK002003, YMAK002006, YMAK002021, YMAK002022, YMAK002023, YMAK002024, YMAK002025, YMAK002026, YMAK002027, YMAK002028, YMAK002029, YMAK002030	16
Category 2	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5122 4 Core 3.60 GHz, 64 GB (4 x 16 GB) RAM, 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001964, YMAK001970, YMAK001971, YMAK001976, YMAK001977, YMAK001978, YMAK001979, YMAK001980, YMAK001981, YMAK001982, YMAK001983, YMAK001984, YMAK001985, YMAK001986, YMAK001987, YMAK001988, YMAK001989, YMAK001990, YMAK001991, YMAK001992, YMAK001993, YMAK001994, YMAK001995, YMAK001996, YMAK001997, YMAK001998	26
Category 3	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5115 10 Core 2.40 GHz, 128GB RAM (4 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001949, YMAK001950, YMAK001951, YMAK001952, YMAK001953, YMAK001954, YMAK001955, YMAK001956, YMAK001957, YMAK001958, YMAK001959, YMAK001960, YMAK001961, YMAK001962, YMAK001963, YMAK001966, YMAK001967, YMAK001968, YMAK001969, YMAK001972, YMAK001973, YMAK001974, YMAK001975	23
Category 4	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 6126 12 Core 2.60 GHz, 256GB RAM (8 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK002004, YMAK002005	2

Category of Servers	Description	Serial Numbers	Quantity
Category 5	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 6126 12 Core 2.60 GHz, 512GB RAM (16 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK002007, YMAK002008, YMAK002009, YMAK002010, YMAK002011, YMAK002012, YMAK002013, YMAK002014, YMAK002015, YMAK002016, YMAK002017, YMAK002018, YMAK002019, YMAK002020	14

4. Planning Assumptions

- 4.1. The Electoral Commission will provide technical resources for all the Electoral Commission'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 environmental specific requirements.
- 4.3. The delivery of the service required must be completed within the days as stipulated in the delivery and implementation schedule stipulated in section 10.
- 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.

5. General Auction Conditions

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

- 5.1. All bids must be placed online on eProcurement website <https://votaquotes.elections.org.za>
- 5.2. Bidders must complete and submit Appendix A: Technical Bid Response to demonstrate compliance with the required technical specification.
- 5.3. The bidder must provide at least three (3) contactable reference letters of past services of a similar nature 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 support and maintenance on Fujitsu servers, the number of servers under support and maintenance. Bidders are to use Appendix C: Guideline Reference Table as guideline.
- 5.4. The bidder must be authorized to provide support and maintenance or resell support and maintenance of Fujitsu Servers.
- 5.5. An OEM letter of proof of the reseller agreement/authorization must accompany the written

documentation for this bid.

- 5.6. Should the authorization be from a distributor, then a proof of authorization authorizing the distributor to authorize others by the OEM must be submitted together with the reseller authorization from the distributor.
- 5.7. Bidder to include an example SLA as part of the bid submission.
- 5.8. Bidders must adhere to the delivery schedule in Section 10

6. Quality Control

- 6.1. The bidder takes responsibility for the completeness and quality of their bid submission.
- 6.2. The Electoral Commission may also call on bidders to make presentations in order for the Electoral Commission to ensure full compliance with all its requirements and as part of the bid evaluation process prior to the conclusion of the adjudication of the bid. Any such request for presentations shall only be for clarification purposes in support of mandatory requirements that must be adhered to as part of the written submission requirements of this bid. Failure to submit mandatory requirements shall not be rectified by the call for presentations.
- 6.3. Any restrictions or conditions associated with any elements of the service offering/s must be detailed. The Electoral Commission reserves the right to reject conditions which are considered unfavourable to its business or unacceptable.
- 6.4. The submission of a bid implies acceptance of the terms specified in the provisions laid down in the specifications, the procurement and, where applicable, additional documents.
- 6.5. Bidders are expected to examine carefully and respect all instructions and standard formats contained in these specifications.
- 6.6. A bid that does not contain all the required information and documentation will be disqualified.
- 6.7. Although the Electoral Commission will only deal with the principal service provider, if a bidder plans to sub-contract any of the services in this bid, they are required to attach copies of sub-contracting agreements in their bid response documentation.
- 6.8. Notwithstanding any shortcomings in these specifications, service providers must ensure that the proposed solution will form a workable and complete solution.
- 6.9. The Electoral Commission will issue a formal purchase order to the successful bidder before any

services can be delivered.

- 6.10. The Electoral Commission reserves the right and discretion to amend the quantities or cancel or not award this bid based on any reason including operational or financial requirements.
- 6.11. The supplier must undertake and warrant that all goods and services shall at the time of delivery comply with the bid specifications.

7. Supplier Performance

- 7.1. Contracting of any service provider to render goods and/or services to the Electoral Commission are subject to the fulfilment of the Electoral Commission's due diligence audit requirements.
- 7.2. An essential component of the Electoral Commission's due diligence audit requirements may involve site visits to potential suppliers/contractors as well as inspection of various key documents underpinning the establishment of the companies involved in bids of the Electoral Commission. This also includes confirmation of capability and capacity requirements to execute the services specified in such bids.
- 7.3. Upon notification of the Electoral Commission's intention to award a contract, the successful bidder may be required to enter into a service level agreement (SLA/contract) with the Electoral Commission.
- 7.4. The purpose of the SLA (if applicable other than what the Electoral Commission's standard purchase orders provide for) is to fix performance criteria within the key requirements of this request for quotation, namely quantity, quality and delivery.
- 7.5. The SLA may contain elements such as supplier progress milestones, delivery schedules, quality checkpoints and invoicing procedures.
- 7.6. The Electoral Commission reserves the right to reject any services delivered not conforming to the bid specification.
- 7.7. Where previously-agreed delivery schedules are not met by a supplier, the Electoral Commission shall have the right to appoint an alternative supplier to make good the shortfall in supply. Any additional costs incurred by the Electoral Commission in obtaining such corrective services or products from another source will be for the account of the defaulting supplier.
- 7.8. During the course of executing on this contract, the successful bidder will have access to the data collected or provided and stored by the Electoral Commission on the service provider's disk storage units and data backup facilities. The successful bidder shall have the responsibility for protecting information resources against accidental or intentional damage or loss of data, interruption, or the compromise of this information into the hands of third parties. The successful bidder or its members of staff, whether employed or contracted shall also not process the data without a prior written agreement with the Electoral Commission or without written instructions from the Electoral Commission beyond

what is necessary to fulfil its obligations towards the Electoral Commission.

7.9. The successful bidder shall keep confidential all the Electoral Commission's information that they have in their possession. The successful bidder shall ensure that each member of the staff, whether employed or contracted, having access to or being involved with the processing of the Electoral Commission's data undertakes a duty of confidentiality and is informed of and complies with the data privacy obligations of this bid.

7.10. The successful bidder shall also ensure that the Electoral Commission's data in its possession is returned to the Electoral Commission and/or deleted from its computer systems as per instruction by the Electoral Commission at the end of the contract period.

8. Pricing requirements

8.1. Total bid price must be submitted online on the Votaquotes portal.

8.2. Bidders must complete and submit Appendix B: Pricing Schedule. This will be primary price consideration for the bid evaluation

8.3. Bidders must complete and submit Appendix B1: Annual Pricing Breakdown.

8.4. All costs associated with the supply of the services must be included in the total bid price.

8.5. The IEC reserves the right to adjust costs by adjusting the quantities and/or excluding some cost factors.

8.6. The quoted bid price must be the bidder's total bid price for delivering the solution as proposed

8.7. The bid price quoted must take into account the following cost elements, including bidder specific cost dependencies:

8.7.1. Once off costs.

8.7.2. Travel costs.

8.7.3. All applicable costs above should be included in the total bid price.

8.7.4. Support and Maintenance Costs over 24 months of 9x5 Next Business Day support and maintenance.

8.7.5. Total bid price must be inclusive of VAT.

8.8. The Electoral Commission will pay annually in advance at the beginning of each year of the contract for support and maintenance

8.9. Bid prices must be firm for a period of 180 days. The firm price shall apply for the duration of the

contract

- 8.10. The bid price must be all-inclusive for the proposed services, there should be no dependency on additional costs, additional optional items applicable can be listed and submitted but should not be such that the service cannot be delivered without the optional items.

9. Adjudication and Award of Contract

Bidders are advised to refer to the Bid Evaluation Criteria to ensure that they have addressed all critical bid requirements.

- 9.1. The bid 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, 2022
- 9.2. The Electoral Commission will issue an official purchase order before any services can be delivered.
- 9.3. 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.
- 9.4. Awarding the bid to a successful bidder is subject to the bidder entering into a service level agreement (SLA) with the Electoral Commission that will formalize and regulate the final deliverables and associated processes and procedures.

10. Delivery and Implementation Timeframe

- 10.1. The successful bidder will be required to start with the maintenance process within three (3) weeks of receipt of an official purchase order.

11. Technical Enquiries

- 11.1. Enquiries pertaining to the specifications can be directed to Bridget Ndlovu at telephone number 012 622 5700 or email ndlovub@elections.org.za or to Libisi Maphanga at email maphangal@elections.org.za.

12. Briefing Session

- 12.1. No briefing session will be held for this requirement.

13. Written Submissions

- 13.1. All submissions must be received before the closing date and time for submissions as stipulated on the Votaquotes website <https://votaquotes.elections.org.za>
- 13.2. Submissions received after the final date and time will lead to bids being disqualified and not considered.
- 13.3. All bids must be placed online on the Votaquotes website <https://votaquotes.elections.org.za>. Supporting documentation can be submitted in any or both of the following options:

- 13.3.1. Upload to the auction site.

- 13.3.2.** Place in the Electoral Commission tender box situated in the foyer of the Electoral Commission National Office in Centurion at the following address before the closing date and time of this auction

Election House

Riverside Office Park,
1303 Heuwel Avenue,
Centurion,
0157

Note: Clearly mark your submission: For the attention of Procurement and Asset Management Department – Auction 0010532011

- 13.4. Fax or emailed submissions will not be accepted.
- 13.5. 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 Procurement and Asset Management Department.
- 13.6. Summary list of submission requirements:

The following must be submitted together with the bid:

- 13.6.1. All bids must be placed online on eProcurement website <https://votaquotes.elections.org.za>.
- 13.6.2. All written supporting documentation must be submitted as stipulated in the bid requirement.
- 13.6.3. Submissions received after the closing date and time will lead to bids being disqualified and not

considered.

13.6.4. The following supporting documents must be submitted as part of the written submissions.

Failure to submit these will lead to the bid being disqualified.

13.6.4.1. Completed technical specifications in accordance with the requirements in Appendix A: Technical Bid Response Sheet to demonstrate compliance with the bid specification as per 5.2.

13.6.4.2. Three (3) relevant contactable References, as per 5.3 - Appendix C: Guideline Reference Table

13.6.4.3. Completed pricing schedule as per 8.2 - Appendix B: Pricing Schedule and 8.3 Annual Pricing Breakdown

13.6.4.4. A letter of proof of the reseller agreement either from the OEM or an authorized distributor; (i.e., if the reseller is authorized by a distributor) as per 5.4, 5.5 and 5.6.

13.6.4.5. Submit an example SLA as per 5.7

14. Closing Date

The closing dates and times of this auction are specified on the Votaquotes website. The closing dates and times are determined by the clock on the Electoral Commission's servers and is not negotiable. Bidders must also take note that supporting documentation must be delivered as specified on the auction.

15. Appendix A: Technical Bid Response Sheet

Appendix A: Technical Bid Response Sheet 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.				
	Description	Bidder must indicate whichever is applicable		Bidder's response/technical specification for proposed solution – if providing more than minimum requirement
		Yes	No	
1.	The support and maintenance is for 81 servers as listed in section 3.4 above			
2.	The bidder has proposed a Next Business Day (NBD), On-Site support and maintenance contract for 24 months			
3.	The bidder will ensure that they have parts and labour on standby during the heightened election periods of the Local Government Elections 2026			
4.	The service includes:			
4.1	Remote problem determination			
4.2	On-site and Remote diagnostic and remedial maintenance service			
4.3	Next Business Day (NBD) on-Site Resolution Target (Mean Time To Repair) for 24 months			
4.4	6-hour average Call Log			
4.5	Access to services and support from Fujitsu manufacturing, engineering and development locations			
4.6	Preventative Service Support			
4.7	Support for known defects for which no updates, patches or fixes have been created			

16. Appendix B: Pricing Schedule

Appendix B –Bid Price Schedule Completion and submission of this pricing schedule is compulsory. Failure to complete and submit shall lead to disqualification							
Category of Servers	Servers Description	Serial Numbers	SLA Type	Quantity	Unit Cost (Maintenance per year per server)	Maintenance costs over 12 months	Maintenance costs over 24 months
Category 1	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5122 4 Core 3.60 GHz, 32 GB (2 x 16 GB) RAM, 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001999, YMAK002000, YMAK002001, YMAK002002, YMAK002003, YMAK002006, YMAK002021, YMAK002022, YMAK002023, YMAK002024, YMAK002025, YMAK002026, YMAK002027, YMAK002028, YMAK002029, YMAK002030	9x5, Next Business Day (NBD) Response	16			
Category 2	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5122 4 Core 3.60 GHz, 64 GB (4 x 16 GB) RAM, 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001964, YMAK001970, YMAK001971, YMAK001976, YMAK001977, YMAK001978, YMAK001979, YMAK001980, YMAK001981, YMAK001982, YMAK001983, YMAK001984, YMAK001985, YMAK001986, YMAK001987, YMAK001988, YMAK001989, YMAK001990, YMAK001991, YMAK001992, YMAK001993, YMAK001994, YMAK001995, YMAK001996, YMAK001997, YMAK001998	9x5, Next Business Day (NBD) Response	26			
Category 3	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 5115 10 Core 2.40 GHz, 128GB RAM (4 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK001949, YMAK001950, YMAK001951, YMAK001952, YMAK001953, YMAK001954, YMAK001955, YMAK001956, YMAK001957, YMAK001958, YMAK001959, YMAK001960, YMAK001961, YMAK001962, YMAK001963, YMAK001966, YMAK001967, YMAK001968,	9x5, Next Business Day (NBD) Response	23			

Appendix B –Bid Price Schedule
Completion and submission of this pricing schedule is compulsory.
Failure to complete and submit shall lead to disqualification

Category of Servers	Servers Description	Serial Numbers	SLA Type	Quantity	Unit Cost (Maintenance per year per server)	Maintenance costs over 12 months	Maintenance costs over 24 months
		YMAK001969, YMAK001972, YMAK001973, YMAK001974, YMAK001975					
Category 4	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 6126 12 Core 2.60 GHz, 256GB RAM (8 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK002004, YMAK002005	9x5, Next Business Day (NBD) Response	2			
Category 5	Fujitsu PRIMERGY RX4770 M4, 2 x Intel Xeon Gold 6126 12 Core 2.60 GHz, 512GB RAM (16 x 32GB), 500GB Usable Storage (3 x 300GB in RAID 5), DVD ROM Ulltraslim	YMAK002007, YMAK002008, YMAK002009, YMAK002010, YMAK002011, YMAK002012, YMAK002013, YMAK002014, YMAK002015, YMAK002016, YMAK002017, YMAK002018, YMAK002019, YMAK002020	9x5, Next Business Day (NBD) Response	14			
*TOTAL BID COSTS							

*** The Total Bid Price is the bid price that is inclusive of VAT that must be captured on eProcurement and will be used for the adjudication purposes.**

16.1. Appendix B1: Annual Pricing Breakdown

Appendix B1 – Annual Breakdown Pricing Schedule

Completion of the Annexure C1 – Annual Breakdown Pricing Schedule by the bidder is compulsory.

The Annual Breakdown will go into the Service Level Agreement (SLA) and will determine the payment schedule

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

No.		Description of Primary Services	Total Cost inclusive of VAT
1.	Year 1	Annual Support and Maintenance (9x5, Next Business Day (NBD) Response)	R.....
2.	Year 2	Annual Support and Maintenance (9x5, Next Business Day (NBD) Response)	R.....
Total Bid Price VAT Inclusive**:			R.....

**** The Total Bid Price must be the same as the Total Bid Price in Appendix B above**

17. APPENDIX C: GUIDELINE REFERENCE TABLE

Reference #1

<u>Appendix C – Guideline Reference Table</u>		
THE REFERENCE MUST CONTAIN THE FOLLOWING DETAILS		
Customer name		
Contact Person		
Contact Details	Email	
	Telephone	
	Physical address	
Service Description	Description of the service	
	Number of servers under support and maintenance	
Services Provided	Contract Duration	
	Estimate Contract Value	
	When were the services provided?	

Reference #2

<u>Appendix C – Guideline Reference Table</u>		
THE REFERENCE MUST CONTAIN THE FOLLOWING DETAILS		
Customer name		
Contact Person		
Contact Details	Email	
	Telephone	
	Physical address	
Service Description	Description of the service	
	Number of servers under support and maintenance	
Services Provided	Contract Duration	
	Estimate Contract Value	
	When were the services provided?	

Reference #3

<u>Appendix C – Guideline Reference Table</u>		
THE REFERENCE MUST CONTAIN THE FOLLOWING DETAILS		
Customer name		
Contact Person		
Contact Details	Email	
	Telephone	
	Physical address	
Service Description	Description of the service	
	Number of servers under support and maintenance	
Services Provided	Contract Duration	
	Estimate Contract Value	
	When were the services provided?	

18. Appendix D: Evaluation Criteria

Bidders are advised to refer to Appendix D to ensure that they have addressed all critical bid requirements which will be used for assess the bids. Bidders are NOT expected to complete and submit this section.

18.1. 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, is attached herewith for all entities who 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 CEO 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 CEO 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.

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.

18.2. Stage 2: Key Qualifying Criteria

Stage 2 – Mandatory Qualifying Criteria				
Failure to comply with any of the requirements below will result in the bid being disqualified				
No.	Description	Yes	No	Comments
1.	Did the bidder place their bid online as per section 5.1?			
2.	Did the bidder complete and submit technical specification as per section 5.2?			
3.	Did the bidder complete and submit Appendix B: Pricing Schedule and Appendix B1: Annual Price Breakdown as per 8.2 and 8.3			
4.	Did the bidder submit three (3) contactable references as per section 5.3?			
5.	Is the bidder authorized to provide support and maintenance or resell support and maintenance of Fujitsu Servers as per 5.4, 5.5 and 5.6?			
6.	Did the bidder submit an example SLA as per 5.7			
Overall Stage 2 Outcomes:		<u>Assessment Comments:</u>		
		Bid qualifies for further consideration: (YES/NO):		

18.3. Stage 3: Technical Bid Evaluation

Stage 3: Technical Bid Evaluation Failure to comply with any of the below shall lead to disqualification.				
	Description	Bidder must indicate whichever is applicable		Comments
		Yes	No	
1.	The support and maintenance is for 81 servers as listed in section 3.4 above			
2.	The bidder has proposed a Next Business Day (NBD), On-Site support and maintenance contract for 24 months			
3.	The bidder will ensure that they have parts and labour on standby during the heightened election periods of the Local Government Elections 2026			
4.	The service includes:			
4.1	Remote problem determination			
4.2	On-site and Remote diagnostic and remedial maintenance service			
4.3	Next Business Day (NBD) on-Site Resolution Target (Mean Time To Repair) for 24 months			
4.4	6-hour average Call Log			
4.5	Access to services and support from Fujitsu manufacturing, engineering and development locations			
4.6	Preventative Service Support			
4.7	Support for known defects for which no updates, patches or fixes have been created			

Stage 3: Technical Bid Evaluation				
Failure to comply with any of the below shall lead to disqualification.				
	Description	Bidder must indicate whichever is applicable		Comments
		Yes	No	
Overall Stage 3 Outcomes:	<u>Assessment Comments:</u>			
	Bid qualifies for further consideration: (YES/NO):			

18.4. Stage 4: Technical Scoring

<u>Annexure E – Bid Evaluation Criteria</u>					
Stage 4 – Technical Scoring					
To qualify to the next phase of adjudication a bidder must score a minimum of 75% (22.5/30)					
	Product Description	Available Score	Points Allocation	Actual Score	Comments
1	Relevant Reference	30	References: x 3 a) Customer name = 1 point b) Contact Person = 1 point c) Email = 0.5 point d) Telephone = 0.5 point e) Physical Address – 0.5 point f) Description of Service = 0.5 point g) Number of servers under maintenance = 2 points h) Contract Duration = 2 points i) Estimate Contract Value = 1 points j) Service in last 36 months = 1 point		
TOTAL POINTS:		30			
Overall Stage 4 Result		<u>Assessment Comments:</u>			
		Bid qualifies for further consideration (YES/NO):			

18.5. Stage 5: Adjudication of Bids

Only bids that comply with the requirements and conditions of the bid 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 auction 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

18.6. Bid Evaluation Committee

	Name:	Signature:
1		
2		
3		
4		
5		