

INVITATION TO BID

BID NO:

RAF/2025/00019

BID DESCRIPTION:

THE ROAD ACCIDENT FUND (RAF) REQUIRES A SERVICE PROVIDER TO PROVIDE CLOUD COMPETENCY CENTRE (CCC) AND IMPLEMENTATION OF THE SOFTWARE ASSETS MANAGEMENT TOOL FOR THE ROAD ACCIDENT FUND (RAF) FOR A PERIOD OF 15 MONTHS.

Publication date: 07 July 2025

Briefing session date and time: 16 July 2025 at 11h00 am

A non-compulsory briefing session will be held at:

Road Accident Fund Head Office

Eco Glades 2 Office Park,

420 Witch-hazel Avenue,

Centurion,

0046

Closing date: 01 August 2025 @ 11h00 am

Note: Faxed and/or Emailed Proposals/ bids will not be accepted, only hand delivered and couriered Proposals/ bids must be deposited in the tender Box on or before the closing date and time.

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IMPORTANT NOTES:

1. Bid documents are available on the website (www.raf.co.za) at no cost.
2. Submission of Proposals
 - Bid responses must be placed in the tender box clearly marked with a tender number and description; and
 - Bidders are required to submit an original Bid Document/Proposal (Hard copy) and a soft copy of the Original Bid Document (To be enclosed in the envelope which contains the Original Bid Document/Proposal)
 - The proposal must be deposited in the tender box situated at the reception of RAF at the below address:

Road Accident Fund (RAF), Eco Glades 2 Office Park, 420 Witch-hazel Avenue, Centurion, 0046

3. Validity Period

The proposal submitted by the supplier must be valid for a period of 90 days, from the closing date for the submission of proposals.

4. Enquiries

All enquiries regarding this bid must be directed to the Supply Chain Management Office:

Bid Enquiries: Tshiamo Motitswe

E-mail address: Tshiamomo@raf.co.za

Note: No telephonic enquiries will be entertained.

Closing date and time for Bid questions and enquiries: **18 July 2025**

Publication date for Questions & Answers: **22 July 2025** Questions and

Answers will be published on the RAF website.

Important Notes:

1. All questions/enquiries must be forwarded in writing to the e-mail address above; and
2. Questions/enquiries received after the above-stated date and time will not be entertained.

MANDATORY/ LEGISLATIVE REQUIREMENTS

This stage checks and validates the bidders' compliance to the legal requirements to conduct business in South Africa, as well as to the industry requirement for the supply of goods and services.

Returnable Documents / Information	Check list ✓ Tick each box
SBD 1: Completed, attached and signed	
SBD 3.1/ SBD 3.2/ SBD 3.3 Completed, attached and signed	
SBD 4: Completed, attached and signed	
SBD 5: Completed, attached and signed	
SBD 6.1: Completed, attached and signed	
Proof of Construction Industry Development Board (CIDB) registration, if applicable.	
Specification document	
General Condition of contract	
Provide Tax TCS Pin to verify Tax Status: Attached (In bids where Consortia/Joint Ventures/Sub-contractors are involved, each party must submit a separate Tax TCS Pin.)	
If the bidder is a joint venture, consortium or other unincorporated grouping of two or more persons/ entities, a copy of the joint venture agreement between the members should be provided.	
Registered on the Central Supplier Database of National Treasury. (For registration information, go to https://secure.csd.gov.za/)	

Note: Some requirements may not be applicable to international suppliers/ bidders and only those suppliers/ bidders will be exempted from these mandatory/ legislative requirements. All SBDs must be submitted (signed) noting where it is not applicable.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	RAF/2025/00019	CLOSING DATE:	01 August 2025	CLOSING TIME:	11H00
DESCRIPTION	The Road Accident Fund (RAF) requires a service provider to provide Cloud Competency Centre (CCC) and implementation of the software assets management tool for the Road Accident Fund (RAF) for a period of 15 months.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Road Accident Fund (RAF)Eco					
Glades 2 Office Park					
420 Witch-Hazel Avenue					
Centurion					
0046					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Tshiamo Motitswe		CONTACT PERSON		
TELEPHONENUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER		
E-MAIL ADDRESS	tshiamoMo@raf.co.za		E-MAIL ADDRESS		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONENUMBER	CODE		NUMBER		
CELLPHONENUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCESTATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA

1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes ☐ No ☐ [IF YES ENCLOSE PROOF]	2 ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes ☐ No ☐ [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			YES ☐ NO ☐
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			YES ☐ NO ☐
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			YES ☐ NO ☐

☐

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐

YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....

(Proof of authority must be submitted e.g. company resolution)

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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-
- Required by:
 - At:
.....
 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
*Delivery: Firm/not firm
 - Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

* Delete if not applicable

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3. DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

involved in the drafting of the specifications or terms of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on 1 September 1996. The NIP Policy and Guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases/lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (dti) is charged with the responsibility of administering:

1 PILLARS OF THE PROGRAMME

- 1.1 The NIP obligation is benchmarked against the imported content of the contract. Any contract having an imported content equal to or exceeding US\$10 million or other currency equivalent to US\$10 million will have an NIP obligation. This threshold of US\$10 million can be reached as follows:
 - (a) Any single contract with imported content exceeding US\$10 million.
or
 - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a two-year period which exceeds US\$10 million in total.
or
 - (c) A contract with a renewable option clause, where should the option be exercised, the total value of the imported content will exceed US\$10 million.
or
 - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$3 million worth of goods, works or services to the same government institution, which in total over a two-year period exceeds US\$10 million.
- 1.2 The NIP obligation applicable to suppliers in respect of subparagraphs 1.1 (a) to 1.1 (c) above will amount to 30% of the imported content, whilst suppliers in respect of sub-paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a pro-rata basis.
- 1.3 To satisfy the NIP obligation, the dti would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners, or suppliers
- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of R10 million, submit details of such a contract to the dti for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10

million is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in sub-paragraphs 1.1.(b) to 1.1. (d) above.

3 BID SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF BIDDERS AND SUCCESSFUL BIDDERS (CONTRACTORS)

- 3.1 Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with the bid on the closing date and time.
- 3.2 In order to accommodate multiple contracts for the same goods, works or services, renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the dti in determining the NIP obligation, successful bidders (contractors) are required, immediately after being officially notified about any successful bid with a value in excess of R10 million, to contact and furnish the dti with the following information:
- Bid/contract number;
 - Description of the goods, works or services;
 - Date on which the contract was accepted;
 - Name, address and contact details of the government institution;
 - Value of the contract; and
 - Imported content of the contract, if possible.
- 3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr Elias Malapane within five (5) working days after award of the contract. Mr Malapane may be contacted on telephone number (012) 394 1401, facsimile (012) 394 2401 or e-mail at Elias@thedti.gov.za for further details about the programme.

4 PROCESS TO SATISFY THE NIP OBLIGATION

- 4.1 Once the successful bidder (contractor) has made contact with and furnished the dti with the information required, the following steps will be followed:
- a. The contractor and the dti will determine the NIP obligation;
 - b. The contractor and the dti will sign the NIP obligation agreement;
 - c. The contractor will submit a performance guarantee to the dti;
 - d. The contractor will submit a business concept for consideration and approval by the dti;
 - e. Upon approval of the business concept by the dti, the contractor will submit detailed business plans outlining the business concepts;
 - f. The contractor will implement the business plans; and
 - g. The contractor will submit bi-annual progress reports on approved plans to the dti.
- 4.2 The NIP obligation agreement is between the dti and the successful bidder (contractor) and, therefore, does not involve the purchasing institution.

Bid number

Closing date:

Name of

bidder.....

Postal address

.....

.....

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at

any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) & \text{or} & Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) & \text{or} & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
South African citizen who had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 200 of 1983) or the Constitution of the Republic of South Africa, 1996. (minimum 51% ownership or more)	10	
Women (minimum 51% ownership or more)	8	
Persons with disabilities	2	

(minimum 51% ownership or more)		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

BID SPECIFICATION: PROCUREMENT OF CLOUD COMPETENCY CENTRE (CCC) AND IMPLEMENTATION OF THE SOFTWARE ASSETS MANAGEMENT TOOL FOR THE ROAD ACCIDENT FUND (RAF) FOR A PERIOD OF 15 MONTHS

INTRODUCTION

The Road Accident Fund (RAF) is a schedule 3A Public Entity established in terms of the Road Accident Fund Act, 1996 (Act No. 56 of 1996), as amended. Its mandate is the provision of compulsory social insurance cover to all users of South African roads, to rehabilitate and compensate persons injured as a result of the negligent driving of motor vehicles in a timely and caring manner, and to actively promote the safe use of our roads.

The customer base of the RAF comprises not only the South African public, but all foreigners who may have had accidents within the borders of the country. The RAF head office is in Centurion there will be other Customer Experience Centres in each province in the country. Where the project scope requires staff compliment and/ or space to determine pricing, such will be included in the requirements.

SPECIAL INSTRUCTIONS TO BIDDERS

- 2.1 The bidder must be an eligible, registered service provider in terms of the applicable laws of the country.
- 2.2 The bidder must have a business continuity management plan, which must be available for inspection by the RAF during the subsistence of rendering services to the RAF.
- 2.3 The Evaluation Criteria that were published with a Request for Proposal/ Bids will be used to assess bidders' responses and no amendment after the closing of a bid. Bid Proposals must be clearly indexed and cross referenced to a Table of Contents.
- 2.4 Companies or Directors included on the National Treasury register of Restricted Suppliers and/ or Tender Defaulters will be automatically disqualified from the bidding process.
- 2.5 As prescribed all Standard Bidding Documents (SBD Forms – Returnable Documents) must be fully completed and duly signed. All Returnable Documents must be submitted with the proposal at the closing of a bid.
- 2.6 The RAF will confirm the following prior to any award being made:
 - That the bidder is registered on the National Treasury Central Supplier Database (CSD)
 - The bidder's tax status is compliant with the South African Revenue Service (SARS), in cases where the recommended bidder is non-compliant with SARS, the bidder will be

allowed (seven) 07 working days to rectify their tax matters. If the bidder fails to rectify their tax matters, they will then be disqualified once the 7th working day period lapses.

PROJECT BACKGROUND

The Road Accident Fund (RAF) has embarked on a digital transformation journey to increase the efficiency and effectiveness of processes, capabilities, and overall operating models. To continue delivering value to claimants, the RAF has adopted an Enterprise-Wide Cloud Adoption Strategy and implementation roadmap for migrating applications to a multi-cloud architecture aligning with well-architected framework principles.

RAF has developed a digital roadmap and cloud migration strategy as part of the strategy. Several key projects have been identified and prioritised. These projects are at various stages in the project lifecycle; some of which have appointed technology implementation partners.

3.1. Project requirements

To realise the value of the ICT strategy, RAF is seeking to appoint a Service Provider with experience in past engagements to design and establish a Cloud Competency Centre (CCC) that will focus more on cloud adoption, best practices, service evolution, technology optimization, Cloud Finance Operations (FinOps), governance, and standardisation. The service will also be required to implement the Software Assets Management to provide data normalization, software asset reconciliation, and optimization, integrating with various data sources, including Cloud FinOps.

3.2. Project needs and purposes

The project intends to centralise cloud knowledge and expertise within the CCC to improve efficiency, enhance security and compliance practices, and drive innovation. This will help RAF better serve the claimants.

The CCC will have a wide range of responsibilities, including but not limited to the following:

- Defining and implementing the organisation's cloud strategy.
- Developing and enforcing cloud governance policies.
- Providing training and support to cloud users.
- Measuring and optimising cloud costs and
- Driving innovation, Continuous Integration and Continuous Delivery (CI/CD) in the organisation's cloud usage.

4. STATEMENT OF WORK

The experienced Service Provider must assist RAF in establishing the Cloud Competency Centre (CCC) and implementation of the Software Assets Management tool to provide data normalization, software asset reconciliation, and optimization, integrating with various data sources, including Cloud FinOps.

4.1. *Project management for delivery of services*

The service provider is expected to provide project management services, including, amongst others, the following:

- Conduct Project workshops.
- Conduct regular Project progress meetings.
- Coordinate resources, vendors, and solution providers to enable the execution of the project.
- Ensure the project is delivered within agreed timeframes, as per the agreed scope, and within the allocated budget;
- Manage project-related expenditure.
- Develop project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility;
- Prepare Project Plans, Communication Plans and Risk Management Plan;
- Maintain the project risk register;
- Manage, update and track the progress of project-related plans;
- Adhere to prescribed processes to manage changes in project scope, schedule, and costs;
- Measure project performance using appropriate systems, tools, and techniques;
- Report and escalate to project governance structure;
- Manage the relationship with project stakeholders;
- Create and maintain project documentation;
- Prepare requested Management Reports and
- Monitor Business Value throughout the project.

In addition to Project Management services, the service provider is also expected to provide project Support Services, which include, amongst others, the following:

- Collection, control, reformatting, and compilation of project reports;
- Administration and coordination of required resources to facilitate project-related meetings;
- Compilation and distribution of project-related meeting minutes and
- Any other services that relate to Project Administration.

The service provider is expected to use the following standards for managing and executing the project:

- PRINCE2 and

- Agile Methodology.

4.2. Cloud Competency Centre

Design a Cloud Operating Model that includes a CCC capable of supporting all cloud environments, including, but not limited to, Amazon Web Services, Microsoft Azure, Oracle Cloud, and IBM Cloud, including SaaS.

1. Develop and deliver an organisational structure with roles and responsibilities to support foundational services provided by the Cloud Competency Centre.
2. Review and develop a workforce plan to build out foundational services of CCC.
3. Design & Establish a Cloud Operating Model capable of supporting all clouds including, but not limited to: AWS, Azure, GCP, Oracle Cloud, IBM Cloud
 - a. Develop a framework for the multi-cloud operations;
 - b. Develop a framework to govern the IT infrastructure;
 - c. Develop a framework to govern the IT applications;
 - d. Develop the best practices throughout the organisation to ensure comprehensive security of the Road Accident Fund's technology landscape and
 - e. Provide the springboard for adopting new technologies faster to serve better the Road Accident Fund's mandate (DevSecOps).
4. Develop and deliver documentation of key functions of Cloud Operating Model components with definitions in collaboration with RAF, which are not limited
 - a. Cloud Governance Policies
 - b. Standard Operating Procedures and
 - c. Cloud Consumption Cost Models
 - d. Release management strategy
5. Develop and deliver
 - a. A charter for the Cloud Governance Council;
 - b. Documented and defined roles and responsibilities of a Cloud Governance Council;
 - c. Documented and defined roles and responsibilities of the CCC team;
 - d. Develop and deliver documented and defined roles and responsibilities of a cloud DevSecOps team and
 - e. Define roles for collaboration between the Enterprise Project Management Office and the CCC.
6. Review the RAF's shared responsibility model of cloud security and develop policies around security, identity management, compliance, and other business factors.
7. Develop governance for design, build, and release phases in the (DevSecOps) environment.
8. Enable protection of RAF's cloud resources and data in line with best practices standards.
9. Provide basic tools and standards for working in the cloud clearly and consistently.
10. Develop minimum security standards for solutions hosted on the cloud platforms.

11. Develop and deliver a roadmap for achieving the desired end state.

4.3. FinOps and Cost Management

1. Develop the Cloud Finance Operations (FinOps) capabilities covering various cloud landscapes to
 - a. Record & track quantity and type of IaaS/PaaS service orders received;
 - b. Cost Allocation and Tagging;
 - c. Manage cloud usage and plan for scaling;
 - d. Make decisions on deployment of applications to target cloud landscape;
 - e. Improve budgetary and design requirements of workloads to fit commitments to the business;
 - f. Monitor costs and
 - g. Manage billing.
2. Define the tagging strategy
3. Provide the ability to forecast and control the growth of cloud spend.
4. Assist in setting up the consumption model based on the approved budget in line with the Public Finance Management Act (PFMA).
5. Define and implement Cloud FinOps processes & procedures and
6. Guide the periodic review of the cloud setup to identify optimisation opportunities.

4.4. Software Asset Management (SAM)

The Services should also propose and implement the Software Asset Management solution to discover and track software entitlement, installation, and consumption. The solution must also provide data normalisation, software asset reconciliation, and optimisation, integrating with various data sources, including Cloud FinOps.

The SAM solution should address the following critical use cases and capabilities:

1. **Discover software entitlement records:** The SAM solution must be able to discover software entitlement records from a variety of sources, including contracts, purchase orders, license agreements, supplier portals, sourcing and vendor management systems, and other data sources, by integrating with them and tracking changes to software license policies as workloads evolve.
2. **Discover installed software:** Capturing platform configuration information and extracting a list of all installed software on a platform, which is a prerequisite to discovering installed software consumption, creates a comprehensive view of all software currently installed on an organisation's devices.

3. **Discover cloud and software consumption (metering):** The SAM solution must be able to identify cloud and software consumption usage information, including last run date, inactive users, and unused licenses.
4. **Normalize software consumption data:** Consolidate multiple platform consumption datasets and other information to resolve duplicated or conflicting records. This creates a single, accurate, organized, and categorized inventory of software consumption from data collected by multiple tools.
5. **Reconcile software asset information:** The SAM solution must be able to harmonise contract, purchase, and entitlement information with normalised inventory data to create an Effective Licensing Position (ELP) for the RAF. The ELP is the balance between license entitlements and actual license consumption. This information can be used to manage compliance, reduce risk, defend against audits, renegotiate contracts, true-up licenses, and optimize software spending.
6. **Optimise software entitlements and consumption:** The ability to optimise software entitlements and consumption by identifying underutilised licenses and resources. It should also be able to present guided recommendations to prevent and remediate software compliance findings and opportunities to optimize software license consumption, thereby reducing the number, type, and expense of licenses needed and in use.
7. **Connectivity/adapters:** The ability to interact with various inventory data sources and types is essential for the RAF. Everyday use cases may include:
 - Populating software inventory data into the configuration management database (CMDB)
 - Obtaining SaaS consumption data
 - Integrating with procurement tools to obtain software entitlement data
 - Integrating with existing discovery sources such as Microsoft System Centre Configuration Manager (SCCM) and Intune
8. **Integration:** The ability to integrate the SAM solution with Cloud FinOps to improve cost visibility, resource allocation, and compliance.
 - **Identify underutilised resources.** The solution should be able to identify resources that are not being used or used inefficiently. This information will help the RAF save money by decommissioning unused or optimising existing resources.

- **Identify cost drivers.** The solution should be able to identify the factors driving cloud costs. This information will help RAF target their cost-saving efforts and make better decisions about cloud investments.
- **Generate reports and analytics.** The solution should generate reports and analytics to help RAF track cloud costs and identify areas where savings can be achieved. These reports can be used to make informed decisions about cloud spending and to identify areas where costs can be optimised.
- **Provide insights into cloud usage.** The solution should be able to provide insights into how cloud resources are being used. This information can help the RAF to understand.

4.5. Cloud Governance and Standard Operating Procedures

The service provider is expected to define and develop cloud governance policies and standard operating procedures in line with the following requirements:

1. Define a framework of policies that align to COBIT and will guide the RAF cloud operations to ensure confidentiality, integrity, and availability.
2. Outline the Governance Workflows
3. Develop best practices for cloud governance platform that can monitor and report multi-cloud environments for security, cost, and best practice architecture design.
4. Implement the framework incrementally, by following an order of priority set by the RAF.
5. Recommend and implement the tools required to manage cloud governance.
6. Monitor and report on governance specifically non-compliance and suggest continuous improvement.
7. Manage and mitigate security and regulatory compliance risks while ensuring confidentiality, integrity, and availability.

4.6. Cloud Operation Support and Continuous Improvement

1. Guide to ensure smooth technology operations, which will dovetail into RAF's overall Cloud Operation Functions that
 - a. Maintain asset and workload inventory;
 - b. Monitor performance of workloads;
 - c. Maintain operational compliance;
 - d. Protect workloads and associated assets;
 - e. Recover assets if there is performance degradation or business interruption;
 - f. Mature functionality of core platforms;
 - g. Continuously improve workload performance;
 - h. Service Catalogue offering various services and capabilities of target cloud addressing specific needs of business applications;

- i. Identity and Access Management covering the entire identity lifecycle of enterprise users who would consume services from various clouds;
 - j. Automation capabilities for deployment and operations to enable a strong DevSecOps practice;
 - k. Security Capabilities are aligned with RAF's Cloud Policy, Information Security and Cyber Security Policies, extant regulatory guidelines, and cloud security standards
 - l. Business continuity and disaster recovery capabilities to ensure a resilient technology landscape.
7. Develop an efficient and repeatable application modernization process.
 8. Provide standardised coding practices and use of specific development methodologies and tools which are not limited to the use of microservice architectures, CI/CD, and DevSecOps practices

4.7. Training and Change Management

The service provider is expected to define and develop cloud training and change plans in line with the following requirements:

1. Outline necessary skillset and provide training plans for CCC roles in collaboration with RAF learning and development capability (or other partners where required):
 - a. User training as it pertains to their respective roles and responsibilities.
 - b. Customisation of training must be accommodated to ensure effectiveness when necessary and
 - c. Use of various training vehicles (in-person and digitally delivered training to be considered).
2. Provide a
 - a. detailed workforce transition;
 - b. change management and training approaches;
 - c. including the risk management approach;
 - d. issues management approach and
 - e. quality management approach.

4.8. Timeline

The service provider must be able to complete the project within a specified timeframe, to be agreed upon with RAF, and must be able to provide regular updates on the project's progress. The duration of the project is 12 months plus an additional 3-month post-go-live support.

4.9. Communication

The service provider will be required to maintain open and regular communication with the organisation throughout the duration of the project.

4.10. Ownership

The service provider must transfer full ownership of the deliverables to RAF once the project is completed.

4.11. Support

The service provider will be required to provide 3 months post go - live support to the RAF as agreed upon in the contract.

EVALUATION CRITERIA AND METHODOLOGY

The Evaluation Process shall be conducted under the following phases:

Phase 1: Initial Screening Process - At this phase Bidders responses are reviewed to check if Bidders have responded according to RAF RFB document.

Phase 2a: Technical/ Functional Evaluation Process - At this phase, Bidder(s) who met the minimum threshold of **70 points out of 100** points allocated at Technical Evaluation will be further evaluated in Phase 3.

Phase 2b: Solution Demonstration—At this phase, the bidder(s) will be required to deliver a live demonstration and presentation as per requirements of this RFB document. Bidders must achieve a minimum score of **85 out of 120** points to proceed to the next evaluation stage. Bidders who do not achieve a minimum score of **85 out of 120** points will not be eligible to proceed further with the evaluation and will thus be disqualified.

Phase 3: Price and Specific Goals evaluation - The bid(s) will be assessed using the preferential point system specified in the RFB document.

4.12. Exclusions / Conflict of Interest

4.12.1. Conflict of Interest

Any bidder appointed by the RAF for Cloud Migration Services will not be considered for appointment for the Cloud Competency Centre bid as this is considered a conflict of interest.

Bidders are not required to submit any information or documentation for this requirement. The bid evaluation committee will apply this requirement during the bid evaluation process by checking if the bidder has a valid contract with the RAF in respect of Cloud Migration Services. If the bidder has a valid contract in cloud migration and support, the bidder will be disqualified.

4.13. PHASE 2A - TECHNICAL/FUNCTIONAL EVALUATION

Functionality is equal to a total of 100 points. The minimum threshold is 70 points. Bidders who score less than 70 points on functionality will therefore be disqualified.

TECHNICAL/FUNCTIONAL	Weight								
4.13.1. COMPANY EXPERIENCE ON CLOUD IMPLEMENTATION & SUPPORT	15								
The Bidder(s) must have at least two (2) years of experience in the implementation/support/set up of a Cloud Competency Centre or FinOps Centre of Excellence in the Cloud environment or similar. The Bidders are required to provide a project listing of previous projects with the following information, but not limited to: • Client Name • Project description and scope (What services were rendered) • Project dates (start date and end date) • Client representative's name with telephone number and email address <table border="1" data-bbox="188 790 1203 1357"> <thead> <tr> <th>Number of Clients</th><th>Points</th></tr> </thead> <tbody> <tr> <td>< 2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.</td><td>0</td></tr> <tr> <td>2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.</td><td>10</td></tr> <tr> <td>3 or more years' experience in implementation / support / setting up of a Cloud Competency Centre or FinOps Centre of Excellence.</td><td>15</td></tr> </tbody> </table> Note: RAF reserves a right to verify the information provided, and if the bidders client does not confirm the information provided, no points will be allocated. Overlapping period(s) will be counted once.	Number of Clients	Points	< 2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.	0	2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.	10	3 or more years' experience in implementation / support / setting up of a Cloud Competency Centre or FinOps Centre of Excellence.	15	
Number of Clients	Points								
< 2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.	0								
2 years' experience in implementation / support / setting up a Cloud Competency Centre or FinOps Centre of Excellence.	10								
3 or more years' experience in implementation / support / setting up of a Cloud Competency Centre or FinOps Centre of Excellence.	15								
4.13.2. COMPANY EXPERIENCE ON SOFTWARE ASSETS MANAGEMENT IMPLEMENTATION & SUPPORT	15								
The Bidder(s) must have implemented a minimum two (2) Software Asset Management Solutions for different clients. The Bidders are required to provide a project listing of previous projects with the following information but not limited to: • Client Name • Project description and scope (What services were rendered)									

• Project dates (start date and end date) • Client representative name with telephone number and email address <table border="1" data-bbox="188 190 1203 600"> <thead> <tr> <th data-bbox="188 190 1011 241">Number of Clients</th><th data-bbox="1011 190 1203 241">Points</th></tr> </thead> <tbody> <tr> <td data-bbox="188 241 1011 360">Less than 2 implementations of the Software Asset Management Solutions for different clients.</td><td data-bbox="1011 241 1203 360">0</td></tr> <tr> <td data-bbox="188 360 1011 479">2 to 4 implementations of the Software Asset Management Solutions for different clients.</td><td data-bbox="1011 360 1203 479">10</td></tr> <tr> <td data-bbox="188 479 1011 600">More than 5 implementations of the Software Asset Management Solutions for different clients.</td><td data-bbox="1011 479 1203 600">15</td></tr> </tbody> </table> Note: RAF reserves the right to verify the information provided, and if the bidders client does not confirm the information provided, no points will be allocated.	Number of Clients	Points	Less than 2 implementations of the Software Asset Management Solutions for different clients.	0	2 to 4 implementations of the Software Asset Management Solutions for different clients.	10	More than 5 implementations of the Software Asset Management Solutions for different clients.	15	
Number of Clients	Points								
Less than 2 implementations of the Software Asset Management Solutions for different clients.	0								
2 to 4 implementations of the Software Asset Management Solutions for different clients.	10								
More than 5 implementations of the Software Asset Management Solutions for different clients.	15								
4.13.3. PROPOSED METHODOLOGY, APPROACH & IMPLEMENTATION PLAN	20								
Bidders must provide a detailed proposal on implementing Cloud FinOps and setting up a Cloud Competency Centre to support the AWS environment and Microsoft Azure. The detailed proposal must address requirements as specified on the statement of work and must indicate the following key areas: (but not limited to) • Understanding the requirements by addressing the important aspects of the tasks in sufficient detail and adequately weighing the different components relative to one another. • How the approach and methodology meet the requirements of the statement of work • The details of how the different service elements shall be organised, controlled, and delivered for the project • The description of available performance monitoring and evaluation mechanisms and tools and indicate how they shall be adopted and used for a specific requirement/s of the project • The proposed implementation plan must include activities that are properly sequenced, logical and realistic • Bidder's ability to plan, integrate and effectively implement sustainability measures in the execution of the contract • How the bidder will carry out training & knowledge transfer • The project governance & escalation mechanisms									

Proposed Methodology Approach and Implementation Plan	Points	
Methodology Approach & Implementation Plan must indicate:		
Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another?	2.5	
Description of the approach and methodology for meeting or exceeding the requirements of the Terms of Reference	2.5	
Details on how the different service elements shall be organised, controlled, and delivered	2.5	
Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement	2.5	
Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic	2.5	
Demonstration of ability to plan, integrate and effectively implement sustainability measures in the execution of the contract	2.5	
Training & Knowledge Transfer	2.5	
Project governance & escalation mechanism	2.5	
4.13.4. COST OPTIMISATION AND MANAGEMENT		10
Bidder(s) have a proven track record of implementing cost optimisation strategies to ensure efficient use of cloud resources. Bidder(s) must demonstrate their capability to monitor resource usage and costs, making necessary adjustments to control expenses. Bidders are required to submit a cost optimisation strategy, which includes but is not limited to:		

• Setting up the FinOps Framework for financial visibility and decision-making • Monitor cloud resource usage and cost approach • Perform regular adjustments to control expenses approach		
Cost Optimisation Strategy	Points	
Strategies must indicate:		
• Setting up the FinOps Framework for financial visibility and decision-making	2.5	
• Monitor cloud resources usage and cost approach	2.5	
• Perform regular adjustments to the control expenses approach	2.5	
• Recommended resources to monitor the cloud costs	2.5	
• No cost optimisation strategies	0	
4.13.5. SOFTWARE ASSETS MANAGEMENT CAPABILITIES		20
Bidder(s) must provide a proposal of their proposed solution with the following capabilities to assist the RAF team in discovering and tracking software entitlement, installation, and consumption.		
SAM Capabilities	Points	
Capabilities must include:		
• Can the solution discover software products that can be deployed and used across the current IT landscape, e.g., LAN, WAN, Mobile, VPN?	1	
• Can the solution cater to capacity-based, client access, concurrent, consumption, device licensing, device subscription, indirect or digital access, user-based, user subscriptions, sub-capacity, and container-type licensing? (11 points) [one point for each type of license]	11	
• Can the solution provide a consolidated view of the entire RAF software estate?	1	

• Can the solution discover software entitlement records?	1		
• Can the solution identify cloud, on-premises, and SaaS consumption usage information, including last run date, inactive users, and unused licenses?	1		
• Can the solution provide exact knowledge of software asset location, cost and obsolescence?	1		
• Can the solution consolidate multiple platform consumption datasets and other information to resolve duplicated or conflicting records?	1		
• Can the solution integrate with both cloud and on-premises systems?	1		
• Can the solution scan identify Software as a Service (SaaS) products used within the RAF environment?	1		
• Does the solution have the capability to integrate with other 3rd party solutions via API?	1		
4.13.6. RESOURCES EXPERIENCE			20

The bidders must provide the resumes of the proposed project team members with minimum NQF level 6 qualifications and experience on similar projects. **Resumes are to be concise and limited to relevant experience indicating start and end dates.**

1. Project Manager / Team Leader
2. Senior Expert
3. Senior Expert Software Assets Management
4. Junior Expert

Project Manager / Team Leader	Points
• Zero (0) to three (03) years of ICT Infrastructure Project Management experience (0 points)	0
• NQF level 6 with more than three (3) to five (5) years of ICT Infrastructure Project Management experience	2
• NQF level 6 with more than five (5) to ten (10) years of ICT Infrastructure Project Management experience	3
• NQF level 6 with more than ten (10) years of ICT Infrastructure Project Management experience	5

Senior Expert	Points
• Zero (0) to two (02) years of experience in Cloud Migration & Cost Management Support	0
• NQF level 6 with more than two (2) to five (5) years of experience in Cloud Migration & Cost Management Support	2
• NQF level 6 with more than five (5) to ten (10) years of experience in Cloud Migration & Cost Management Support	3
• NQF level 6 with more than ten (10) years of experience in Cloud Migration & Cost Management Support	5

Senior Expert Software Assets Management	Points	
Zero (0) to two (02) years of Software Assets Management Implementation & Support	0	
NQF level 6 with more than two (2) to five (5) years of Software Assets Management Implementation & Support	2	
NQF level 6 with more than five (5) to ten (10) years of Software Assets Management Implementation & Support	3	
NQF level 6 with more than ten (10) years of Software Assets Management Implementation & Support	5	
Junior Expert	Points	
Less than two (02) years of experience in Cloud Migration & Cost Management Support	0	
NQF level 6 with more than two (2) to four (4) years of experience in Cloud Migration & Cost Management Support	3	
NQF level 6 with more than four (4) years of experience in Cloud Migration & Cost Management Support	5	
Note: RAF reserves the right to verify the information provided		

NB: Bidders who score a minimum of **70 out of 100 points** for Technical/Functional Criteria will be considered for the Presentation and demonstration.

4.14. PHASE 2B - DEMONSTRATION EVALUATION

Shortlisted bidders will be required to technically demonstrate to RAF how the proposed Software Assets Management Solution meets the solution/technical requirements in this RFB document. This will be delivered in a live technical demonstration of the proposed solution. Bidders will be given a maximum of five days' notice for the demonstrations.

NB: Bidders must score a minimum of **85 out of 120 points** for presentation and demonstration be considered for Price and Specific Goals evaluation.

PRESENTATION & DEMONSTRATION	Weight
Bidder Presentation and Demonstration Results	120
Software/Solution Capabilities	10
The Proposed Solution: 1. Must have the capability to deploy on-prem and multi-cloud environments. 2. Must be capable of being deployed on various models: physical, virtual, and cloud platforms. 3. Must be flexible to handle different license options: subscription, perpetual, device-based, user-based, etc.	No information has been provided = 0
	The proposal meets 1 of the requirements = 4
	The proposal meets 2 of the requirements = 8
	The proposal meets all the requirements = 10
Single sign-on, Role-based access	10
The solution must provide single sign-on and role-based access with the capability to integrate with: 1. Microsoft Entra ID/Active Directory. 2. Microsoft Exchange. 3. Customised Developed systems. 4. Commercial Off-the-shelf systems. 5. Multi-Cloud Platforms. 6. SaaS Platforms.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 to 3 of the requirements = 6
	The proposal meets 4 to 5 of the requirements = 8
	The proposal meets all the requirements = 10
Integration Capabilities	10
The solution must integrate with different Cloud Hyperscalers to improve cost visibility, resource allocation, and compliance. 1. Identify underutilised resources that are not being used or used inefficiently. This information will help the RAF save money by decommissioning unused or optimising existing resources.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 of the requirements = 6

2. Identify factors driving cloud costs. This information will help RAF target their cost-saving efforts and make better decisions about cloud investments. 3. Generate reports and analytics that will help RAF track cloud costs and identify areas for savings. These reports can be used to make informed decisions about cloud spending and to identify areas for cost optimisation. 4. Provide insights and cloud usage into how cloud resources are being used. This information can help RAF to understand.	The proposal meets 3 of the requirements = 8
	The proposal meets all the requirements = 10
Connectivity/Adapters	10
The ability to interact with various inventory data sources and types is essential for the RAF. Everyday use cases may include: 1. Populating software inventory data into the configuration management database (CMDB) 2. Obtaining SaaS consumption data 3. Integrating with procurement tools to obtain software entitlement data 4. Integrating with existing discovery sources such as Microsoft System Centre Configuration Manager (SCCM) and Intune	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 of the requirements = 6
	The proposal meets 3 of the requirements = 8
	The proposal meets all the requirements = 10
Software License Discovery	10
The proposed solution must be able to do Software License Discovery: 1. Discover software installed on various hardware devices. 2. Mobile devices. 3. Infrastructure as a Service (IaaS). 4. Platform as a Service (PaaS); 5. Software as a Service (SaaS). 6. On-premises / Virtual environments.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 to 3 of the requirements = 6
	The proposal meets 4 to 5 of the requirements = 8
	The proposal meets all the requirements = 10
Software Asset Inventory Management	10

The proposed solution must be able to do Software Asset Inventory Management, covering, amongst others: 1. Ownership and location information. 2. End-to-end software lifecycle enabling RAF to renew contracts timeously. 3. Identify software that needs to be upgraded/decommissioned/retired. 4. Capture software usage metrics to enable optimisation.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 of the requirements = 6
	The proposal meets 3 of the requirements = 8
	The proposal meets all the requirements = 10
Software Asset Management	10
The proposed solution must be able to do Software Asset Management not limited to: 1. Asset Relationship Management. 2. Compliance Management. 3. Consumption Analytics. 4. Audit Management. 5. Reporting. 6. Ability to manage complex software licensing options. 7. Store software entitlement allocation and product use rights for each discovered software;	No information has been provided = 0
	The proposal meets 1 to 2 of the requirements = 2
	The proposal meets 3 to 4 of the requirements = 6
	The proposal meets 5 to 6 of the requirements = 8
	The proposal meets all the requirements = 10
Software Metering	10
The proposed solution must be able to do Metering, including but not limited to: 1. Active and passive metering. 2. Identifying and reporting product downtime/crash time. 3. Generate notifications when applications are installed, updated, or removed. 4. Proactive alerting coupled with software usage metering information to assist in aligning synergies between IT and Procurement processes.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2
	The proposal meets 2 of the requirements = 6
	The proposal meets 3 of the requirements = 8
	The proposal meets all the requirements = 10
Asset Normalisation	10
The proposed solution must be able to normalise assets. 1. Manage diverse license models. 2. Consolidate multiple platform consumption datasets. 3. Create a single inventory of software consumption.	No information has been provided = 0
	The proposal meets 1 of the requirements = 2

4. Consolidate multiple discovered inventory data sets and other data to resolve duplicated or conflicting information.	The proposal meets 2 to 3 of the requirements = 6
5. Include an open stock-keeping unit (SKU) database/catalogue/product library/knowledge base that can be predefined to enhance recognition of installed packages.	The proposal meets 4 to 5 of the requirements = 8
6. Automatic or manual update of the stock-keeping unit (SKU) database/catalogue/product library/knowledge base	The proposal meets all the requirements = 10
Asset Optimisation	10
The proposed solution must be able to do asset optimisation:	No information has been provided = 0
1. Track changing software license structures/models;	The proposal meets 1 of the requirements = 2
2. Enable appropriate reductions in the number, type and expense of licenses needed and in use or related resources,	The proposal meets 2 of the requirements = 4
3. Proactively report on end-of-support (EOS) and end-of-life (EOL) software products,	The proposal meets 3 of the requirements = 6
4. Identify unused or under-utilised software licenses and recommend license harvesting and reassignment to reduce wastage.	The proposal meets 4 of the requirements = 8
5. Recycle software licenses on hardware being decommissioned.	The proposal meets all the requirements = 10
Software Rationalization	10
The proposed solution must be able to do software rationalization:	No information has been provided = 0
1. Reduce overlapping software products which perform similar functions and replace them with consolidated solutions without compromising functionality to manage redundancies across the portfolio.	The proposal meets 1 of the requirements = 4
2. Identify applications that require a license for commercial use and freeware or open source.	The proposal meets 2 of the requirements = 6
3. Group software products together for effective reporting.	The proposal meets all the requirements = 10
Reporting	10
The proposed solution must be able to do reporting:	No information has been provided = 0
1. Custom reports and out-of-the-box reports.	

2. Ability to create and customize different dashboards for operational teams.	The proposal meets 1 of the requirements = 2
3. Executive teams; enable report scheduling, export in various formats, delivery via email and onto shared drives, etc.	The proposal meets 2 to 3 of the requirements = 4
4. Graphical presentation of the hierarchical relationships of assets, users, locations, departments, cost centres, contracts, and license status in a graphical way.	The proposal meets 4 to 5 of the requirements = 6
5. Report on use concurrent, average, peak, and tracking history, allow data import from various systems.	The proposal meets 5 to 6 of the requirements = 8
6. Ability to report on annual spending by software publishers.	The proposal meets all the requirements = 10
7. Ability to report on and flag noncompliance.	

4.15. PRICE AND SPECIFIC GOALS (PHASE)3

The evaluation for Price and Specific Goals shall be based on the 80/20 preference point system and points will be allocated as follows:

Evaluation criteria					Points
1.	Price				80
2.	Specific Goals				20
	#	Specific Goals	Proof	Points Allocation	
	1	South African citizen who had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 200 of 1983) or the Constitution of the Republic of South Africa, 1996. (minimum 51% ownership or more)	CSD Report	10	
	2	Women Ownership (minimum 51% ownership or more)	ID copy / CSD report	8	
	3	Persons with disabilities (minimum 51% ownership or more)	Valid medical certificate issued by an accredited medical practitioner.	2	

4.16. PRICING SCHEDULE

This annexure should be completed and signed by the Bidder's authorized personnel.

The bidder should quote on the Review of the AS-IS, Design the TO-BE, Implementation, Training, Knowledge Transfer and Post-Go-Live Support.

The bidder will be required to price on the following:

Deliverables	Detailed once-off cost (Including Project Management cost & all Service charges)
Planning	
Assessment	
Setup Cloud Centre of Excellence, Governance and FinOps	
SAM Licences	
SAM Implementation	
Training and Skills Transfer	
Total Price (incl. VAT)	

NOTE: The bidder is required to provide a detailed breakdown of the above and below rates indicating relevant resources, rate per hour, estimated project hours and any other relevant information.

Deliverables	Monthly cost	Number of months
Post Go Live support		3
Total Price (incl. VAT)		

1. Please indicate your total bid price here (inclusive of all costs and VAT and applicable taxes)
R.....(compulsory)
2. Important: It is mandatory to indicate your total bid price as requested in point 1 above. This price must be the same as the total bid price you submit in your pricing schedule. Should the total bid prices differ, the price indicated in point 1 above shall be considered the correct price.
3. All prices must be VAT inclusive and must be quoted in South African Rand (ZAR)

Bidder's Name:

Signature:

Date:

THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL

CONDITIONS OF CONTRACT

July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if (applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 “Day” means calendar day.
 - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
 - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
 - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incident al services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

- 21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.5 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
 - (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
 - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

**24. Anti-dumping
and
countervailing
duties and rights**

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

**25. Force
Majeure**

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for
insolvency**

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement
of Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation
of liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

	(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governin g language	29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicabl e law	30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country. 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser. 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. Nation al Industrial Participation (NIP) Programme	33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34 Prohibition of Restrictive practices	34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging). If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s)