



T44/09/19

**REQUEST FOR PROPOSAL FOR
SUPPORT, MAINTENANCE, MIGRATION
AND UPGRADE OF WIRELESS ACCESS
POINTS**

**COMPULSORY BRIEFING SESSION
WILL BE HELD AS FOLLOWS:**

DATE: 25 SEPTEMBER 2019

VENUE: IDC HEAD OFFICE 19

FREDMAN DRIVE

TIME: 09:00AM

**BID CLOSING DATE: MONDAY, 07
OCTOBER 2019 AT 12:00 NOON**

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SECTION 1: GENERAL CONDITIONS OF BID

1. Proprietary Information

Industrial Development Corporation of SA Ltd (IDC) considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to IDC. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of IDC.

2. Enquiries

- 2.1 All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name:	<u>Ms Mmanthudi Mosupyoe</u>
Telephone Number:	<u>+27 11 269 3709</u>
Email address:	<u>mmanthudim@idc.co.za</u>

- 2.2 Enquiries in relation to this RFP will not be entertained after **16h00 on 27 September 2019**.
- 2.3 The enquiries will be consolidated and IDC will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website (www.idc.co.za) under tenders i.e. next to the same RFP document.
- 2.4 The IDC may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the IDC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

3. Bid Validity Period

Responses to this RFP received from bidders will be valid for a period of 120 days counted from the bid closing date.

4. Instructions on submission of Bids

- 4.1 Bids should be submitted in duplicate (2 hard copies) and one electronic copy (on CD) in PDF format all bound in a sealed envelope endorsed, **T44/009/19: Request for proposal for support, maintenance, migration and upgrade of wireless access points**. The sealed envelope must be placed in the bid box at the Main Reception area of the IDC Building, 19 Fredman Drive Sandton by no later than 12:00 noon on **Monday, 07 October 2019**.
- 4.2 Bids must be submitted in the prescribed response format, herein reflected as Response Format.
- 4.3 The bid closing date, bidder name and the return address must also be endorsed on the envelope.
- 4.4 If a courier service company is being used for delivery of the bid response, the bid description must be endorsed on the delivery note/courier packaging and the courier must ensure that documents are placed / deposited into the bid box. **The IDC will not**

be held responsible for any delays where bid documents are handed to the IDC Receptionist.

- 4.5 No bid response received by telegram, telex, email, facsimile or similar medium will be considered.
- 4.6 Where a bid response is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is the IDC's policy not to consider late bids for tender evaluation.**
- 4.7 Amended bids may be sent in an envelope marked "Amendment to bid" and should be placed in the bid box before the closing time.

5. Preparation of Bid Response

- 5.1 All the documentation submitted in response to this RFP must be in English.
- 5.2 The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.
- 5.3 Bids submitted by bidders which are, or are comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.
- 5.4 The bidder should check the numbers of the pages of its bid to satisfy itself that none are missing or duplicated. No liability will be accepted by IDC in regard to anything arising from the fact that pages of a bid are missing or duplicated.
- 5.5 Bidder's tax affairs with SARS must be in order (tax compliant status) and bidders must provide written confirmation to this effect as part of their tender response.

6. Supplier Performance Management

Supplier Performance Management is viewed by the IDC as a critical component in ensuring value for money acquisition and good supplier relations between the IDC and all its suppliers.

The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the IDC, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier performance and ensure effective delivery of service, quality and value-add to IDC's business.

Successful bidders will be required to comply with the above condition, and also provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

7. Enterprise and Supplier Development

The IDC promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the IDC and the successful bidder.

8. IDC's Rights

- 8.1 The IDC is entitled to amend any bid condition, bid validity period, RFP specification, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the IDC have record of such bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the IDC's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.
- 8.2 The IDC reserves the right not to accept the lowest priced bid or any bid in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is functionally acceptable and/or financially advantageous to the IDC.
- 8.3 The IDC reserves the right to award this bid as a whole or in part.
- 8.4 The IDC reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.
- 8.5 The IDC reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the **National Treasury Instruction 01 of 2013/2014: Cost Containment Measures**, where relevant.
- 8.6 The IDC reserves the right to request all relevant information, agreements and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the IDC to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.
- 8.7 The IDC reserves the right, at its sole discretion, to appoint any number of vendors to be part of this panel of service providers.

9. Undertakings by the Bidder

- 9.1 By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the IDC on the terms and conditions and in accordance with the specifications stipulated in this RFP document.
- 9.2 The bidder shall prepare for a possible presentation should IDC require such and the bidder will be required to make such presentation within five (5) days from the date the bidder is notified of the presentation. Such presentation may include a practical demonstration of products or services as called for in this RFP.
- 9.3 The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the IDC during the bid validity period indicated in this RFP and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.
- 9.4 The bidder furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.

- 9.5** The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with IDC, as the principal(s) liable for the due fulfilment of such contract.
- 9.6** The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become IDC property unless otherwise stated by the bidder/s at the time of submission.

10. Reasons for disqualification

- 10.1** The IDC reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder will be notified in writing of such disqualification:
- 10.1.1 bidders who do not submit an original valid Tax Clearance Certificate and / or proof of application of such as endorsed by SARS on the closing date and time of the bid submission and / or failure to provide the IDC with its SARS issued Tax Verification PIN code giving access to the IDC to electronically verify tax compliance;
- 10.1.2 bidders who submit incomplete information and documentation according to the requirements of this RFP document;
- 10.1.3 bidders who submit information that is fraudulent, factually untrue or inaccurate information;
- 10.1.4 bidders who receive information not available to other potential bidders through fraudulent means;
- 10.1.5 bidders who do not comply with any of the **mandatory requirements** as stipulated in the RFP document;
- 10.1.6 bidders who fail to comply with FICA requirements

11. Local Production and Content

The IDC promotes Local Production and Content. In the case of designated sectors, only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered. IDC reserves the right at its sole discretion to set minimum thresholds for sectors which may not have been declared as designated sectors by the dti in an effort to stimulate local production and content where relevant.

Bidders are required to assess their product and /or service offering against the designated sector lists as published by the Department of Trade and Industry (the **dti**) and to ensure full compliance to the minimum local content threshold, if relevant, before submitting its response to this tender. The **dti's** latest list of designated sectors can be accessed on: http://www.dti.gov.za/industrial_development/ip.jsp.

12. Response Format (Returnable Schedules)

Bidders shall submit their bid responses in accordance with the response format specified below (each schedule must be clearly marked):

- 12.1 Cover Page:** (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)
- 12.2 Schedule 1:**
- 12.2.1 Executive Summary (explaining how you understand the requirements of this RFP and the summary of your proposed solution)
- 12.2.2 Annexure 1 of this RFP document (duly completed and signed)
- 12.3 Schedule 2**
- 12.3.1 Valid Tax Clearance Certificate(s) (TCC) and / or proof of application as endorsed by SARS and / or SARS issued tax verification pin code;
- 12.3.2 Originally certified copies of bidder's CIPC company registration documents listing all members with percentages, in case of a CC.
- 12.3.3 Copy of Board Resolution, duly certified;
- 12.3.4 Originally certified copy of ID document for the Company Representative
- 12.3.5 Annexure 2 of this RFP document (duly completed and signed);
- 12.3.6 Annexure 3 of this RFP document (duly completed and signed);
- 12.3.7 Annexure 4 of this RFP document (duly completed and signed);
- 12.3.8 Annexure 5 of this RFP document (duly completed and signed);
- 12.3.9 Annexure 6 of this RFP document (duly completed and signed);
- 12.3.10 Annexure 7 of this RFP document (duly completed and signed);
- 12.3.11 Response to Annexure 8: BEE Commitment Plan
- 12.3.12 B-BBEE verification certificate indicating the contribution level of the bidding entity. An Exempted Micro Enterprises (EME) with an annual turnover less than R10 million, is only required to obtain a sworn affidavit confirming the annual total revenue and level of black ownership. A Qualifying Small Enterprise (QSE) that has 51% or more black beneficiaries may obtain a sworn affidavit confirming the annual total revenue and level of black ownership. If a bidder is a Joint Venture or Consortium, the bidder must submit a consolidated B-BBEE scorecard as if they were a group structure. Any misrepresentation in terms of the declaration constitutes a criminal offence as set out in the B-BBEE Act as amended.
- Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above (12.3.1-12.3.8) must be submitted for each Consortium/JV member or Prime Contractor and Subcontractor(s).**
- 12.3.13 Annexure 9 of this RFP document (duly completed and signed, **if relevant**);
- 12.3.14 Statement of Financial Position of the Bidder: Latest Audited Financial Statements (where applicable in terms of the Company's Act) and/or independently reviewed financial statements and/or Cashflow Budget for new entities with no financial records.
- 12.3.15 Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable)

12.4 Schedule 3:

12.4.1 Response to Section 3 of this document, in line with the format indicated in this RFP document.

12.4.2 Annexure 7 of this RFP document, duly completed and signed

12.5 Schedule 4: Price Proposal (response to Section 4 of this RFP document) (Must be submitted in a separate envelope within the sealed envelope of the bid)

12.6 One (1) CD with all Schedules listed above, also included in the sealed envelope of the bid

13. Evaluation Criteria and Weightings

Bids shall be evaluated in terms of the following process:

13.1 Phase 1: Initial Screening Process: During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP requirements including the general bid conditions and also the Specific Conditions of Bid, which requirements include the following:

- Submission of a valid Tax Clearance Certificate as referenced in 12.3.1 above
- Submission of Company Registration Forms as referenced 12.3.2 above
- Submission of ID copy for the Company Representative as referenced in 12.3.4 above
- BEE Status Certification as referenced in 12.3.12 above and the consideration of the Specific Bid Conditions as referenced in Section 2
- Completion of all Standard Bidding Documents and other requirements, as reflected in this RFP, which covers the following:
 - Section 3: Statement of compliance with the Functional Evaluation Criteria for this RFP
 - Section 4: Cost Proposal and Price Declaration Form
 - Annexure 1: Acceptance of Bid Conditions
 - Annexure 2: Tax Compliance Requirements
 - Annexure 3: Supply Chain Management Questionnaire
 - Annexure 4: Declaration of Interest
 - Annexure 5: Certificate of Independent Bid Determination
 - Annexure 6: Shareholders' Information/ Group Structure
 - Annexure 7: Bidders Experience & Project Team
 - Annexure 8: BEE Commitment Plan
 - Annexure 9: Disclosure Statement
 - Annexure 10: Local Content Declaration (If Relevant)

Failure to comply with the requirements assessed in Phase 1 (compliance), may lead to disqualification of bids.

13.2 Phase 2: Technical/ Functionality Evaluation

Bid responses will be evaluated in accordance with the Functional criteria as follows:

13.2.1 Other Functional/ Technical Requirements

With regard to the other Functional Requirements, the following criteria (set out in more detail in section 3 of this RFP document) and the associated weightings will be applicable:

ELEMENT	WEIGHT
Upgrade Implementation Plan	10%
Technology Migration	15%
Access Points	10%
Extreme Certified Technical Skill(S)	15%
Admin Training	10%
Wireless	15%
Monitoring and Management (Wired, Wireless any VPN):	15%
Application Analytics Requirements	10%
TOTAL	100%

All bids that fail to achieve the minimum overall qualifying score of 70% on functional/technical requirements will not be considered for further Price and BEE evaluation.

13.3 Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Functionality (acceptable bids) will be evaluated further in terms of the preference point system, as follows:

CRITERIA	POINTS
Price	80
B-BBEE	20
TOTAL	100 points

14. Promotion of Emerging Black owned Service Providers

It is the IDC's objective to promote transformation across all industries and/ or sectors of the South African economy and as such, bidders are encouraged to partner with a black owned entity (being 50%+1 black owned and controlled). Such partnership may include the formation of a Joint Venture and/ or subcontracting agreement etc., where a portion of the work under this tender would be undertaken by black owned entities. To give effect to this requirement, bidders are required to submit a partnership / subcontracting proposal detailing the portion of work to be outsourced, level of involvement of the black owned partner and where relevant, submit a consolidated B-BBEE scorecard in-line with the provisions of the PPPFA Regulations which will be considered as part of the B-BBEE scoring listed in 13.3.

SECTION 2: SPECIFIC CONDITIONS OF BID

1. Bid Pre-qualification criteria

- 1.1 In terms of Regulation 4 of the 2017 PPPFA Regulations, the IDC requires that bidders meet the following pre-qualification criteria:
 - (a) Bidders must have a minimum B-BBEE contributor status level of 4 or better.
- 1.2 The IDC will only consider a bid if the relevant bidder meets these pre-qualification criteria. Where a bidder fails to meet these pre-qualification criteria, the bid will be considered an unacceptable bid and will be disqualified from further evaluation.

SECTION 3: FUNCTIONAL REQUIREMENTS SPECIFICATION

SECTION 3: FUNCTIONAL REQUIREMENTS SPECIFICATION

1. Special instructions to bidders

- 1.1 Bidders shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state either “Comply/Not Comply” regarding compliance with the requirements. Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.
- 1.2 Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

2. Background Information

The Industrial Development Corporation of SA Ltd (IDC) is currently running Avaya Networks infrastructure at its Sandton Head Office, as well as Regional Offices, throughout all the nine Provinces (in the following cities / towns: Cape Town, Port Elizabeth, East London, Durban, Nelspruit, Polokwane, Rustenburg, Brits, Bloemfontein, Kimberly, Uptington, Mahikeng, Pietermaritzburg, uMthatha and Emalahleni). This technology was implemented in Dec 2017 and is still to be used in the organisation for a further 3 years or more.

The IDC’s Avaya Network Infrastructure, needs to be migrated to Extreme Networks, as the new owner of the technology. The scope of this tender is to migrate the IDC’s Avaya Network technology to that of Extreme Networks to extend OEM related services on this network infrastructure.

The appointed Service Partner will be required to migrate the current Avaya Management systems (Configuration and Orchestration Management (COM), Virtualization Provisioning Service (VPS), Visualization Performance and Fault Manager (VPFM), and Identity Engines (IDE) policy server to Extreme Management Centre with Analytics.

TABLE. 1 Current Network Infrastructure Hardware list

Sites	Devices/Software	Hardware Models
Sandton	2 x Avaya Avaya/Extreme VSP 8404	VSP 8408 Chasis
	2 x Avaya/Extreme 8424XS	24 Port 1/10 G SFP+ module
	4 x 800W 100-240V AC Power Supply, for use with the VSP 8000 Series.	EC8005A01-E6
	4 x Virtual Services Platform (Top of Rack switch)	VSP 7254XSQ
	8 x 460W 100-240V AC Power Supply for VSP 7254XSQ	EC7205A1B-E6
	188 x WAP9132 access points	WAP9231
	2 x WAP9172 access points	WAP9172
	VPS, CPM, COM, IDE, WOS	N/A
	38 x Ethernet Routing Switch	ERS 4850GTS-PWR+
	76 x 4800GTS-PWR+ 1000W AC P/S	AL1905A21-E6
	4 x Ethernet Routing Switch	ERS 4950GTS-PWR+
Regional Offices	8 x 1,025W AC Power Supply	AL1905A19-E6
	14 x Ethernet Routing Switch	ERS 4850GTS-PWR+
	4 x Ethernet Routing Switch	ERS 4950GTS-PWR+

3. Scope of Work

The appointed service provider will be required to provide the following:

3.1 Migration and new configuration

- Migrate and align current OEM services.
- Upgrade all the software revisions of current switches to n-1 version.
- Migrate Management software from Avaya IDE,Com,VPFM, VPS to Extreme Management Centre to enable Policy on the switches and wireless access points, as well as managing the currently deployed Avaya Networks switches.
- Manage the Avaya Fabric Technology currently running at the IDC network.
- Reconfigure and integrate the network and enhance security
- Implement of a flow-based architecture with no impact on performance for greater performance and provide application visibility.
- Provide application insight into the network without affecting access point performance
- Implement application policy enforcement (Layer 7) from a rich pool of applications – no additional equipment required
- Implement a Dynamic role-based policy; with unified wired and wireless enforcement
- Implement a converged on-premise and cloud architecture with common access point hardware
- Provide high availability with automatic failover to backup wireless controller with no additional license(s) required
- Provide Single-pane-of-glass management and single global database integrated to the Network Management System
- Reconfigure the current Network Infrastructure to integrate with Extreme Management Centre
- Provide a letter to the OEM specifying that the IDC has a right to move software support to any OEM partner, should the relationship with the awarded partner becomes sour
- Training to three IDC employees

3.2 Supply of New Wireless Access Points and Management

- Supply new wireless access points as per specification under the costing model including a buy back for current wireless equipment which has reached end-of-life from Avaya.

3.3 Reactive Support

- Repair of faults and configuration problems.
- Minimum response time of 120 min to a logged call and a maximum of 24 hours of resolution.
- Swap out and RMA of faulty equipment at no cost to the IDC

3.4 Pro-Active Support

- Provide the IDC with pro-active information regarding new releases, software versions, patches and end-of-life announcements, including recommendations about whether and when the IDC should upgrade
- A single data network health check per annum with a report
- A single configuration check and report per annum, with recommendations to enhance/improve security
- A single software version checks and report per annum, with recommendations on upgrade path
- Quartely check and report on possible necessary patches
- Upgrade of software, firmware and loading of patches as and when necessary

3.5 Growth

- Integrate or re-design and configure additional sites, as the IDC grows
- Advise on new technologies, functionalities and best practices
- Purchase of additional hardware and Licences as and when required

Note: Bidders are required to outline value-added features based on product(s) and/or service(s) of your organization.

4. Project Timelines

The appointed service provider(s) will be required to start immediately after signing the contract. The service provider will be required to migrate the current infrastructure and implement new access points within a period of three months and provide support and maintenance services for a period of three (3) years, subject to annual review of service provider's performance. The IDC reserves the right to extend the contract for a period not exceeding five (5) years.

5. Technical Evaluation Criteria

5.1 Mandatory Technical Requirements

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response in the space provided below. If more space is required to justify compliance, please ensure that the substantiation is clearly cross-referenced to the relevant requirement.

5.1.1 Solution Requirements	Comply	Not Comply
The bidder must provide a solution design document with detail of the complete system upgrade and OEM agreement including buy back on AP's. The proposed solution should be a flow-based architecture with no impact on performance for greater performance and should provide application visibility as well as analytics		
Substantiate / Comments		

5.1.2 OEM Accreditation	Comply	Not Comply
<p>The bidder must be Extreme Networks accredited to supply and maintain Extreme Network Infrastructure.</p> <p>Bidder must attach/ submit as part of this response a letter from Extreme or Extreme distributor in South Africa to confirm that the bidder is an Extreme accredited supplier.</p>		
<p>Substantiate / Comments</p>		

5.1.3 Server and operating system requirements	Comply	Not Comply
<p>The bidder must indicate what are the server and operating system requirements for the network management system.</p> <p>Bidder must provide a table of system requirements clearly stating the resource requirements for the solution, without sticking to the bare minimum resource requirements, incorporating growth</p>		
<p>Substantiate / Comments</p>		

5.2 Technical Requirements

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response in the space provided below. If more space is required to justify compliance, please ensure that the substantiation is clearly cross-referenced to the relevant requirement.

5.2.1 Upgrade and Implementation Plan	Comply	Partially Comply	Not Comply
<p>The bidder must provide a detailed upgrade project implementation plan which must include but not be limited to the following:</p> <ul style="list-style-type: none"> • Activities/ tasks, roles and responsibilities; • Time Frames; and • Deliverables <p>Note: The implementation plan must be concluded within three months from commencement.</p>			
<p>Substantiate / Comments</p>			

5.2.2 Technology migration	Comply	Partially Comply	Not Comply
<p>The bidder must provide a technology migration from Avaya IDE, COM, VPS and VPFM to the Extreme Management Centre with Analytics, including integration with current Avaya Hardware</p> <p>Bidder must indicate how the proposed solution will achieve the above requirement.</p>			
Substantiate / Comments			

5.2.3 Access points	Comply	Partially Comply	Not Comply
<p>The bidder must provide a detailed description of new access points and controller and the integration into the extreme Policy.</p> <p>Bidder must provide technical detail as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.4 Extreme Certified Technical skill(s)	Comply	Partially Comply	Not Comply
<p>The bidder's proposed project team must have relevant qualifications, skills and experience</p> <p>The bidders must submit, as part of its proposal, the following:</p> <ul style="list-style-type: none"> • The structure and composition of the proposed team, clearly outlining the main disciplines/ specialties of this project and the key personnel responsible for each specialty. Please refer to Table (a) Annexure 7 of this document for the format in which the required information must be provided. • CVs of the project team; and the CVs must clearly highlight qualifications, areas of experience/ competence • Provide certificates of Extreme Certified Technical skill(s) for team members that will be responsible for this project 			
Substantiate / Comments			

5.2.5 Admin training	Comply	Not Comply
<p>The bidder should be able to provide training to three IDC employees on the new products introduced.</p> <p>The training is not required to be formal training per se, it must just capacitate the IT team to trouble shoot and operate the system seamlessly.</p> <p>Bidder must provide as part of this proposal a training plan on how to achieve the above.</p>		
Substantiate / Comments		

WIRELESS:

5.2.6	Comply	Partially Comply	Not Comply
<p>The proposed solution must integrate seamlessly with the existing wired infrastructure</p> <p>Bidder must provide technical details of how the above integration requirement will be achieved</p>			
Substantiate / Comments			

5.2.7	Comply	Partially Comply	Not Comply
<p>Wireless solution must support role-based access policies that can be implemented on a per-user and per-application basis</p> <p>Bidder must provide technical detail as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.8	Comply	Partially Comply	Not Comply
<p>Wireless solution must support fast secure roaming and handover between (802.11r), fast transition roaming (802.11k), 802.11i pre-authentication, Opportunistic Key Caching (OKC), as well as seamless roaming between IP subnets and multiple wireless appliances.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.9	Comply	Partially Comply	Not Comply
<p>Wireless solution must provide the capability to ensure equal airtime for all clients in environments where there is a mix of 802.11ac, n, and a/b/g clients.</p> <p>Please describe how this capability is provided.</p>			
Substantiate / Comments			

5.2.10	Comply	Partially Comply	Not Comply
<p>Wireless solution must support centrally-deployed configurations and upgrades.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.11	Comply	Partially Comply	Not Comply
<p>Wireless solution must support automated connectivity to the fabric-based Campus Core enabling zero touch provisioning of the access point and associated users/devices.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.12	Comply	Partially Comply	Not Comply
<p>Access Points must support a semi-autonomous mode of operation being able to support intelligent Access Point encryption, security, filtering, RF Management and QoS, without dependency of the wireless appliance.</p> <p>Please describe how this capability is provided.</p>			
Substantiate / Comments			

5.2.13	Comply	Partially Comply	Not Comply
Access Points must support rule and user-based rate limiting			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.14	Comply	Partially Comply	Not Comply
Access Points must support rule and role-based QoS processing			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.15	Comply	Partially Comply	Not Comply
Access Points must simultaneously support tunnelled traffic and bridged traffic at the Access Point			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.16	Comply	Partially Comply	Not Comply
Access Points must support up to 16 SSIDs (8 per radio)			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.17	Comply	Partially Comply	Not Comply
Access Points must support self-forming and self-healing meshing			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.18	Comply	Partially Comply	Not Comply
Access Point must support plug and play installation			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.19	Comply	Partially Comply	Not Comply
Access Points must support a hybrid mode of operation being able to support security scanning/spectrum analysis and serving clients on the same radio.			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.20	Comply	Partially Comply	Not Comply
Access Points must be able to be configured to provide load balancing and band-steering.			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.21	Comply	Partially Comply	Not Comply
Access Points must support IEEE 802.11h for dynamic channel control			
Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.22	Comply	Partially Comply	Not Comply
Access Points RF Management must support automatic channel selection and transmit power controls			
Bidder must provide technical details as to how the above requirement will be achieved			

Substantiate / Comments

5.2.23	Comply	Partially Comply	Not Comply
Access points must support 802.11e protocols including WMM, TSPEC, and U-APSD Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.24	Comply	Partially Comply	Not Comply
Access Points must provide application-layer visibility and policy enforcement with no impact on Wi-Fi performance. Please describe the capability of the solution to support this requirement and detail any additional components required.			
Substantiate / Comments			

5.2.25	Comply	Partially Comply	Not Comply
Wireless solution should be available as hardware-based or virtual appliance option supporting a flexible deployment mode of operation with support for both a centralized or distributed data forwarding architecture. Please describe the wireless appliance architecture, as well as an overview of the available appliance options.			
Substantiate / Comments			

5.2.26	Comply	Partially Comply	Not Comply
The proposed solution must support a customizable Captive Portal integrated with the wireless appliance/virtual server Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.27	Comply	Partially Comply	Not Comply
<p>The proposed solution must allow non-technical personnel to create temporary guest accounts and distribute credentials through an easy-to-use graphical user interface</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.28	Comply	Partially Comply	Not Comply
<p>Wireless solution and access points must support IP Quality of Service at the wireless and wired side. Differentiation of packets must be supported for inbound and outbound wireless packets based on DiffServ, IP TOS, and IP Precedence.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.29	Comply	Partially Comply	Not Comply
<p>The wireless solution must support a lifetime warranty on indoor access points. Please describe the warranty offered for the wireless access points</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

MONITORING AND MANAGEMENT (WIRED, WIRELESS ANY VPN):

5.2.30	Comply	Partially Comply	Not Comply
<p>The management solution must include a Centralized Management application to provide a complete view of the wired and wireless network, users, devices, and applications. Support must be provided for comprehensive access control/BYOD/IOT, application analytics, and automated network configuration compliance.</p> <p>The Bidder must provide a detailed summary of the proposed centralized management solution and describe the components that make up the solution. Also, include details on the benefits of the management system to the overall solution.</p>			
Substantiate / Comments			

5.2.31	Comply	Partially Comply	Not Comply
<p>The management solution must provide a single global database and a single-pane-of glass management window for visibility and control of the entire network infrastructure.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.32	Comply	Partially Comply	Not Comply
<p>The management solution must provide an easy to use graphical interface.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.33	Comply	Partially Comply	Not Comply
<p>The management solution must provide device pre-provisioning functionality allowing automatic discovery and updates of new devices.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.34	Comply	Partially Comply	Not Comply
<p>The management solution must provide alarm and event details for all managed devices with the ability to sort and filter the information.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.35	Comply	Partially Comply	Not Comply
<p>The management solution must provide comprehensive dashboards and detailed views of device, network, and interface statistics.</p> <p>Bidder must describe the dashboard capabilities and provide screen captures.</p>			
Substantiate / Comments			

5.2.36	Comply	Partially Comply	Not Comply
<p>The management solution must provide the ability for analysts to be able to easily tailor the dashboard views to present the information in their preferred format.</p> <p>Bidder must describe the customization capabilities available in the proposed solution.</p>			
Substantiate / Comments			

5.2.37	Comply	Partially Comply	Not Comply
<p>The management solution must provide historical, real-time, and custom reporting capabilities with a range of information from high-level to detailed drilldowns.</p> <p>Bidder must describe the reporting capabilities and provide screen captures.</p>			
Substantiate / Comments			

5.2.38	Comply	Partially Comply	Not Comply
<p>The management solution must provide an open API for third-party application integration.</p> <p>Bidder must indicate how the third party integration will be achieved</p>			
Substantiate / Comments			

5.2.39	Comply	Partially Comply	Not Comply
<p>The management solution must provide integrated workflows to automate onboarding of data centre switching and routing devices.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.40	Comply	Partially Comply	Not Comply
<p>The management solution must support scripting capabilities to enable automation.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.41	Comply	Partially Comply	Not Comply
<p>The management solution must be able to schedule routine device configuration back-ups</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.42	Comply	Partially Comply	Not Comply
<p>The management solution must be available as a virtual appliance.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.43	Comply	Partially Comply	Not Comply
<p>The solution must support centralized provisioning of network-wide wired and wireless role-based access policies with the ability to configure access control based on time, location, authentication type, device/OS type, application, end-system, etc.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.44	Comply	Partially Comply	Not Comply
<p>The management solution must support LDAP authentication for administrative purposes.</p> <p>Bidder must indicate how the solution will achieve the above requirement</p>			
Substantiate / Comments			

5.2.45	Comply	Partially Comply	Not Comply
<p>The solution must utilize standards-based authentication mechanisms for the detection, assessment, quarantine, remediation, and authorization of connecting end systems. Please describe the supported authentication methods.</p> <p>Bidder must indicate the supported authentication methods, as well as provide technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.46	Comply	Partially Comply	Not Comply
<p>The solution must include built-in device profiling to ensure only approved devices can access the network.</p> <p>Bidder must describe the available profiling capabilities of the solution and how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.47	Comply	Partially Comply	Not Comply
<p>The solution must support a self-registration portal for guest access control features that includes users registering with existing accounts such as Facebook, Google and Microsoft.</p> <p>Bidder must describe the supported functionality and technical details as to how the above requirement will be achieved</p>			
Substantiate / Comments			

5.2.48	Comply	Partially Comply	Not Comply
<p>The solution must offer the option of sponsorship capabilities to validate guest registration without involvement of IT staff.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			

Substantiate / Comments

5.2.49	Comply	Partially Comply	Not Comply
<p>The solution must support the option for non-IT staff to easily provision access for guest and IoT device. The solution must also support a MS Outlook plugin for automatic creation of network access accounts.</p> <p>Bidder must describe the capabilities and any additional licenses required. Bidder must also provide technical details as to how the above requirement will be achieved</p>			
<p>Substantiate / Comments</p>			

5.2.50	Comply	Partially Comply	Not Comply
<p>The solution must be able to integrate with third party security solutions including next-generation firewalls, SIEM, MDM, etc.</p> <p>Bidder must describe the capabilities and provide details on any specific value-add benefits that can be realized by the deployment.</p>			
<p>Substantiate / Comments</p>			

5.2.51	Comply	Partially Comply	Not Comply
<p>The solution must support notifications via syslog, email, or web service for end-system state changes, guest registration, and end-system health results.</p> <p>Bidder must provide technical details as to how the above requirement will be achieved</p>			
<p>Substantiate / Comments</p>			

5.2.52	Comply	Partially Comply	Not Comply
The solution must support configuration of policies across multiple switch and wireless access point vendors. Bidder must describe the capabilities and detail if specific features vary based on the switch/wireless equipment.			
Substantiate / Comments			

5.2.53	Comply	Partially Comply	Not Comply
The solution must be available as a virtual appliance. Bidder must describe in detail how the proposed solution is delivered			
Substantiate / Comments			

Application Analytics Requirements:

5.2.54	Comply	Partially Comply	Not Comply
The solution must provide complete layer 7 application visibility and control across both the wired and wireless network. Bidder must provide technical details as to how the above requirement will be achieved			
Substantiate / Comments			

5.2.55	Comply	Partially Comply	Not Comply
The management product must provide third party management integration (e.g. Microsoft System Centre). Bidder must provide technical details as to how the above requirement will be achieved, if integration is supported			
Substantiate / Comments			

5.2.56	Comply	Partially Comply	Not Comply
Describe the management product's licensing and node scalability? Bidder must indicate how the solution will achieve the above requirement.			
Substantiate / Comments			

5.2.57	Comply	Partially Comply	Not Comply
The network management must address network management trends. Bidder must indicate how the solution will achieve the above requirement.			
Substantiate / Comments			

SECTION 4: PRICE PROPOSAL

SECTION 4: Cost Proposal

1 **NOTE: All prices must be VAT exclusive and must be quoted in South African Rand (ZAR).**

2 Are the rates quoted firm for the full period of the contract?

YES	NO
-----	----

Important: If not firm for the full period, provide details of the basis on which price adjustments shall be applied e.g. CPI etc.

3 All additional costs associated the bidder's offer must be clearly specified and included in the Total Bid Price.

4

Is the proposed bid price linked to the exchange rate?	Yes	No
<i>If yes, the bidder must indicate CLEARLY which portion of the bid price is linked to the exchange rate:</i>		

6

Payments will be linked to specified deliverables after such deliverables have been approved by the IDC. Payments will be made within 30 days from date of invoice.	Comply	Not Comply

7

The IDC reserves the right to consider the guidelines on consultancy rates as set out in the National Treasury Instruction 01 of 2013/2014: Cost Containment Measures which took effect from 01 January 2014, where relevant.	Comply	Not Comply
The bidder must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.		
Substantiate / Comments		

8 COSTING MODEL

Table A: Software Cost and OEM services

Quantity	Service Term	Description	Unit Cost (VAT EXCL)	TOTAL COST (VAT EXCL)
1	36	NMS-ADV-50		
1	36	Extreme Analytics 1k Client License		
1	36	Information Governance Engine Network Compliance Solution up to 50 devices		
1	36	OEM Support agreement for 3 years as per schedule.		
1	36	Hardware Management renewal for EXT-R861828		
Sub-Total (A) (VAT Excl.)				

Table B Migration and Implementation

Activity/ Deliverable	Resource(s)	Rate/Hour per resource	Number of hours	Total Cost (VAT Excl.)
Migration				
Implementation				
Training to three IDC employees				
Additional Cost				
DISBURSEMENTS				
Sub-Total (B) (VAT Excl.)				

Note: The cost indicated above must cover all the requirement indicated under paragraph 3.1 under scope of work.

Table C: Proactive Maintenance and Support

The Proactive Maintenance and support must include the following:

- Provide the IDC with pro-active information regarding new releases, software versions, patches and end-of-life announcements, including recommendations about whether and when the IDC should upgrade
- A single data network health check per annum with a report
- A single configuration check and report per annum, with recommendations to enhance/improve security
- A single software version checks and report per annum, with recommendations on upgrade path
- Quartely check and report on possible necessary patches
- Upgrade of software, firmware and loading of patches as and when necessary

Description		Total Cost (VAT Excl.)
Proactive Maintenance and Support	Single data network health check per annum with a report	
	Single configuration check and report per annum, with recommendations to enhance/improve security	
	Single software version checks and report per annum, with recommendations on upgrade path	
	Quartely check and report on possible necessary patches	
	Year 1	
	Year 2	
	Year 3	
Sub-Total (C) (VAT Excl.)		

Table D: Reactive Support

For comparison purposes, bidders must provide cost for 72 hours for reactive support, (which roll over to the next month if not used) for a period of three (3) years:

Activity/ Deliverable	Resource(s)	Rate per Hour	Number of hours	Total Cost (VAT Excl.)
Reactive support Working Hours (08:00 – 17:00)	Year 1		12	
	Year 2		12	
	Year 3		12	
Reactive support After-hours, Weekends and Public Holidays	Year 1		12	
	Year 2		12	
	Year 3		12	
Sub-Total (D) (VAT Excl.)				

Table E: Hardware (Access Points)

Description	Quantities	Price Per Unit (VAT Excl.)	Total Cost (VAT Excl.)
Cloud-ready Dual band Dual Radio 80211acabgn 2x22 MIMO Indoor Wave 2 access point with four internal antenna array and integrated BTLE802154 radio	150		
Dual band Dual Radio 80211acabgn 4x44 MIMO Indoor wave2 access point with eight internal antenna array and active-active EN data ports Restricted Regulatory Domain	2		
V2110 V10 Virtual Wireless Appliance for ROW regulatory domain For Rest of World Base of 8 APs expandable to 525 APs in 1 or 16 AP increments includes 2 free Radar	1		
16 AP CAPACITY UPGRADE C25 V2110	9		
Sub-Total (E) (VAT Excl.)			

Table F (Growth)

The IDC may require to Integrate or re-design and configure the additional sites, as the IDC grows therefore bidders are required to provide cost for the following hardware in instances the IDC decide to open a new site. The quantities indicated below are just for comparison purposes and may change.

Description	Quantities	Price Per Unit (VAT Excl.)	Total Cost (VAT Excl.)
Cloud-ready Dual band Dual Radio 80211acabgn 2x22 MIMO Indoor Wave 2 access point with four internal antenna array and integrated BTLE802154 radio	30		
V2110 V10 Virtual Wireless Appliance for ROW regulatory domain For Rest of World Base of 8 APs expandable to 525 APs in 1 or 16 AP increments includes 2 free Radar	2		
16 AP CAPACITY UPGRADE C25 V2110	1		
Extreme X440-G2 48 port switch	11		
Avaya/Extreme 8424XS (24 Port 1/10 G SFP+ module)	2		
Sub-Total (F) (VAT Excl.)			

Table G (Buy Back Option)

Bidders are requested to provide an option to buy back the existing Access Points

Description	Quantities	Price Per Unit (VAT Excl.)	Total Cost (VAT Excl.)
WAP9132 access points	188		
WAP9172 access points	2		
Sub-Total (G) (VAT Excl.)			

Table G: Total Bid Price

Total Bid Price (A + B+C+D+E + F -G) (VAT Excl.)	
---	--

Notes on pricing:

- Disbursements (incidental expenses other than professional fees e.g. travel and accommodation, printing costs, venue hire, and equipment hire etc.) must be clearly defined, outlining all assumptions. It is of utmost importance to submit clear and comprehensive cost proposals to allow the IDC to fairly compare bid price / cost proposals. If there is no additional fee envisaged for Disbursements, then the bidder must clearly indicate “No Charge / Free of Charge”. Failure to clearly indicate this, would result in IDC penalising your bid response by taking the cost of the highest bidder and adding 50% thereto and apply this rate for purposes of price comparisons. Bidders are therefore requested to respond clearly and comprehensively on this aspect of their bid response.
- The bidder must provide a detailed breakdown of the Disbursements as follows:

Cost Element	Cost (VAT Excl.)
Total Disbursements	

Price Declaration Form

Dear Sir,

Having read through and examined the Request for Proposal (RFP) Document, RFP no. **T44/09/19**, the General Conditions, and all other Annexures to the RFP Document, we offer to provide support, maintenance, migration and upgrade of wireless access points as in Section 3 of this RFP document.

R..... (Excluding VAT)

In words

R..... (Excluding VAT)

We confirm that this price covers all activities associated with the service, as called for in the RFP document. We confirm that IDC will incur no additional costs whatsoever, other than in respect of VAT, over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of the required service when required to do so by the IDC.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

SIGNED

DATE

(Print name of signatory)

Designation

FOR AND ON BEHALF OF: COMPANY NAME

Tel No

Fax No

Cell No

SECTION 5: ANNEXURES

Annexure 1: Acceptance of Bid Conditions and Bidder's Details

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

Name of Authorised Signatory _____

Position of Authorised Signatory _____

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

[Note to the Bidder: The Bidder must complete all relevant information set out below.]

CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:	
Supplier Number	
Unique registration reference number	

BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':	
Individual Bidder	
Joint Venture/ Consortium	
Prime Contractor with Sub Contractors	
Other	

REQUIRED INFORMATION

If Individual Bidder:	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	

If Individual Bidder:	
Email address	
Postal Address	
Physical Address	

If Joint Venture or Consortium, indicate the following for each partner:	
Partner 1	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	
Partner 2	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

If bidder is a Prime Contractor using Sub-contractors, indicate the following:	
Prime Contractor	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Sub contractors	
Name of Company	
Company Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Subcontracted work as a % of the total value of the contract	

Annexure 2: Tax Compliance Requirements

1. TAX COMPLIANCE REQUIREMENTS		
1.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
1.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
1.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
1.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.	
1.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.	
1.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
2.1	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.2	DOES THE BIDDER HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.3	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.4	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 ABOVE.</p>		
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	

Annexure 3: Supply chain management practices questionnaire

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

[Note to the Respondent: The Respondent must complete the information set out below. If the Respondent requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

The bidder must complete the following questionnaire.

Bidder's past supply chain management practices:

Item	Question	Yes	No
3.1	<p>Is the Bidder or any of its directors listed on the South African National Treasury's database as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the South African National Treasury after the <i>audi alteram partem</i> rule was applied).</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
	If so, provide particulars:		
3.2	<p>Is the Bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the <i>Prevention and Combating of Corrupt Activities Act</i> No 12 of 2004?</p> <p>To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Bid Defaulters" or submit your written request for a hard copy of the Register to facsimile number +27123265445.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
	If so, provide particulars:		
3.3	<p>Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>

Item	Question	Yes	No
	If so, provide particulars:		
3.4	Does the Bidder relate to any IDC employee or part of IDC current or past staff (employee) establishment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	If so, provide particulars:		
3.5	Was any contract between the Bidder and any organ of state (within the Republic of South Africa or within any foreign territory) terminated during the past five years on account of failure to perform on or comply with the contract?		
	If so, provide particulars:		

I, _____ (print name) hereby certify that the information, facts and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company: _____

Company Registration Number: _____

Company VAT Registration Number: _____

Signature

Date

Annexure 4: Declaration of Interest

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or

- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:.....

2.3 Position occupied in the Company (director, trustee, shareholder²):

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹“State” means –

(a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(b) any municipality or municipal entity;

(c) provincial legislature;

(d) national Assembly or the national Council of provinces; or

(e) Parliament.

2"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

.....

Position occupied in the state institution:

.....

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / **YES / NO**

trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?

2.8.1 If so, furnish particulars:

.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

YES / NO

2.9.1 If so, furnish particulars.

.....
.....
.....

2.10 Are you, or any person connected with the bidder (i.e. shareholder, partner, director etc.), aware of any relationship (family, friend, other) between any other bidder or any other company and any person employed by the IDC or the dti who may be involved with the evaluation and or adjudication of this bid?

YES / NO

2.10.1 If so, furnish particulars.

.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other company whether or not they are bidding for this contract? The IDC reserves the right to undertake further background checks on any other company where partners, shareholders or any interested party of the bidder may be involved in and to consider any findings in this regard as part of its vetting processes.

YES/NO

2.11.1 If so, furnish particulars:

.....
.....
.....

3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

1. DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT IDC MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

Annexure 5: Certificate of Independent Bid Determination

SBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

³ 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.

- (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid;
or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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.
10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

6.3 Directors

Name of the shareholder	ID Number	Race	Gender

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Annexure 8: BEE Commitment Plan

The IDC encourages existing vendors and prospective bidders to support the objectives of B-BBEE and as far as possible strive to improve their B-BBEE contribution status. For bid evaluation purposes, bidders are allocated points in terms of a preference point system based on the B-BBEE Contribution Level status that is in accordance with a valid B-BBEE certificate.

Bidders are therefore required to submit a B-BBEE improvement plan in view of the new B-BBEE Codes of Good Practice. Bidders must indicate the extent to which their ownership, management control, employment equity, preferential procurement and enterprise development will be maintained or improved over the contract period in the event that they are successful in this bid process.

Annexure 9: Disclosure Statement

Disclosure Statement

In terms of the tender condition 8.6, which allows the IDC to conduct background checks on bidders and its shareholders and directors, the IDC hereby requires bidders to provide the following additional information:

- 9.1 The IDC considers the integrity of its appointed service providers to be of critical importance. The IDC reserves the right to disqualify from further consideration, any bidder whose integrity, based on past conduct (during the 5 years immediately preceding the bid submission date), it considers questionable.
- 9.2 To this end, the IDC requires each bidder to include in its bid, a disclosure statement which details the following (with sufficient information and supporting documentation for the IDC to make its own assessment as to the materiality or seriousness of allegations regarding the bidder's integrity or conduct):
 - 9.2.1 any criminal charges made against the bidder or any of its directors, shareholders or management officials regarding their professional conduct;
 - 9.2.2 any civil proceedings initiated against the bidder or any of its directors, shareholders or management officials regarding their professional conduct; and
 - 9.2.3 any other enquiry or similar proceedings initiated or threatened against the bidder or any of its directors, shareholders or management officials regarding their professional conduct.
- 9.3 Where the bidder is a consortium, the disclosure statement referred to in paragraph 9.2 above must be made separately in respect of each consortium partner
- 9.4 In the event that the bidder's circumstances change, after submission of its bid, in regard to any matter referred to in paragraph 9.2 above or in regard to any matter referred to in its disclosure statement, the bidder must submit a written notification to IDC indicating the nature and extent of such changed circumstances.
- 9.5 The IDC reserves the right to seek such additional information from any bidder, in respect of the disclosure statement referred to in paragraph 9.2 above, as it may, in its sole discretion, determine, whether such information has been requested under this RFP or otherwise, and may require the bidder to make oral presentations for clarification purposes or to present supplementary information, in respect of the disclosure statement if so required by the IDC.
- 9.6 Based on its own assessment of the contents of the bidder's disclosure statement and any publicly available information which is relevant to the contents of such disclosure statement, the IDC will decide whether the bidder's conduct or any allegations relating thereto pose a risk, reputational or otherwise, to the IDC; and if it reaches an adverse conclusion the IDC will in its sole discretion have the right to disqualify a bidder from further participation in the tender process. Disqualification on this ground may be done at any stage in the bid evaluation process prior to contract award.

Annexure 10: Local Content Declaration (If Relevant)

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

2. General Conditions

- 2.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 2.2. Regulation 8(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 2.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 2.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on <http://www.thedti.gov.za/industrial development/ip.jsp> at no cost.

2.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
----------	-------------------

US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

- Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: IDC

NB

- The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____