



TENDER NOTICE

TENDER NO: RFQ-004/2017

SUPPLY, DELIVER, INSTALL AND CONFIGURATION OF DATA BACKUP (DISASTER RECOVERY) SYSTEM FOR THE COLLEGE SEVER INFRASTRUCTURE

Tender documents will be available as from **Monday 08h00** on the **8 May 2017** at the offices of the Lovedale TVET College, **Headquarters, 1 Amatola Row, King William's Town**, upon a payment of non-refundable fee of **R150.00** (One Hundred rand) for each document (by means of a bank guaranteed cheque made directly to Lovedale TVET College or EFT using the following banking details:

ABSA Bank

Account no: 40-5519-9123,

Branch code: 632005

Completed Tender documents in a sealed envelope endorsed with the relevant bid number, bid description and the closing date must be deposited in the bid box not later than **12h00 am** on **24 May 2017** when bids will be opened in public.

Compulsory briefing meeting will be held **on Monday 11h00** the **15 May 2017** at Lovedale TVET Boardroom College. **Headquarters, 1 Amatola Row, King William's Town**

Bidders must ensure that bids submitted via courier services are deposited by the courier service in the College bid box prior to the closing date and that it is not delivered to College officials. The College will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

This Tender document will be evaluated in two (2) phases as follows:

Phase 1: Compliance, responsiveness to the bid rules and conditions (Pre-qualification evaluation) , thereafter

Phase 2: Bidders passing the stage above will thereafter be evaluated on PPPFA

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA)
POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	80 points
Maximum points for BBBEE	-	20 points
TOTAL	-	100 points

BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Bids must be submitted on the original documents and bids which are late, **incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.**
- A valid original Tax Clearance Certificate need to be submitted with the Bid. In the case of a Joint Venture, separate valid and original tax Clearance Certificates need to be submitted with this bid. Failure to submit will result in the bid being eliminated
- The following Declarations must be completed: (**SBD 4, SBD 8 and SBD 9**). Failing which, the bid will be eliminated.
- Bidders **MUST** fill in the **form of Offer & Acceptance**. Bidders with incomplete Form of Offer will be eliminated
- A valid, original or certified copy of BBBEE certificate must be submitted with the bid and any joint venture or consortium must submit a consolidated BBBEE certificate. In the absence of BBBEE certificates a sworn affidavit must be provided. Failure to submit will automatically results in the non-awarding of points for BBBEE.
- Furthermore, failure to complete **SBD 6.1**, will automatically results in the non-awarding of points for BBBEE.
- Bidder's proposals that do not meet the specifications will be eliminated.
- Bidders must be a legal entity or partnership. In the event of a consortia/joint venture a signed agreement by all parties must submitted with the bid. Also see notes to the "Authority to Sign". Failure to submit, the bid will be eliminated.
- The College will not contract with any service provider before registration on the Centralized Supplier Database has been confirmed.
- Copy of CIPC/CIPRO certificate & certified copies of Identity Documents of all Directors/ shareholders need to be submitted with this Bid
- Award will be as a whole and if any components are not tendered for, the bid will be eliminated.
- If the offer is "Vat Inclusive", the VAT registration number of the service provider must be indicated. Failure to comply will automatically invalidate the bid and be eliminated.
- Bidders must attach Microsoft Transcripts of their project team with MCSE and MCSA certifications.
- Project Manager to submit Applied Project Management in IT Certificate.
- Proof of Microsoft Partner Status minimum Gold Partner Status.
- Bidders must have Microsoft Certified Trainer Certification attached for Skills transfer to IT Department after stabilization.
- Bidders must provide Tender Clearance Certificate from Municipality
- Bidders must provide a detailed Project Implementation Plan and take into consideration the start and the final installation completion signoff date.
- Bidders must provide draft copy of Service Level Agreement (SLA) for Preventative Maintenance for both Head Office and Alice campus for a period of three (3) years.
- Bidders must provide local contact details of TVET College Sites where similar projects have successfully been completed in the last 2 years.
- The following Annexures must be completed (**Annexure A, B, C, D and E**)

ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED to

SCM SPECIFIC ENQUIRIES

Enquires: **Ms. N.H Dyantyi-Nogqala**

Email Address: Zandile.dyantyi@lovedale.org.za

Tel No: **043 604 0739**

TECHNICAL /PROJECT SPECIFIC ENQUIRIES

Enquires: **Mr L Gwelana**

Email Address: luvuyo.gwelana@lovedale.org.za

Tel No: **043 604 0720**