



045 932 8218

1, Seller Street, Maclear, 5480

086 216 8784

thulin@elundini.gov.a

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the facilitation of excel training as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before 12h00 on the **8 May 2018**. For **queries** please email to at thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr. O M Moema

Tel: 045 932 8149

For Supply Chain Queries: Ms. N Thuli -SCM

Tel: 045 932 8174

SUPPLY, RENEWAL AND DEPLOYMENT OF VARIOUSE SOFTWARE: *ELM-4/026/2017-2018*

Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submission are eligible to submit tenders and have their tenders evaluated:

1. Tender offers will only be accepted if:

- 1) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <https://secure.csd.gov.za/> /) unless it is a foreign supplier with no local registered entity.
- 2) the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations,
- 3) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in
- 4) the financial offer is market related (See Regulation 6 (9) and section 7 (9) of the 8(9) OF Preferential Procurement Regulation 2017.
- 5) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- 6) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect; and
 - iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest Which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
- 7) the statement of municipal account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councillor is submitted with the tender document.
- 8) the price(s) quoted are valid for at least thirty (30) days from date of your offer.
- 9) the price(s) quoted are firm and are inclusive of VAT where applicable.
- 10) the Joint Venture has attached the following :
 - a) J V agreement,
 - b) original or certified copy of consolidated BBBEE certificate, and
 - c) letter of signatory.

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2. The tenderer is required to submit with his tender the following certificates:

- 1) Proof of registration with Central Supplier Database must be attached.
- 2) Tax Compliance status documents with PIN from SARS must be attached
- 3) Proof of B-BBEE status level of contributor in the form of an appropriate original or certified completed affidavit downloaded from www.thedti.gov.za/economic_empowerment/bee_codes.jsp or an original or certified copy of a valid verification certificate from a verification agency accredited by SANAS and recognized as an Accredited B-BBEE Verification Agencies (www.sanas.co.za/afdirectory/bbbee_list.php)

3. Returnable schedules required for tender evaluation processes

MBD 4: Declaration of Interest form

MBD 6.1: Preference Points Claim Form In Terms Of the Preferential procurement Regulations 2017

MBD 8: Declaration of Bidder's Past Supply Chain Management Practices

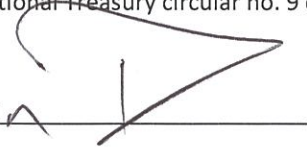
MBD 9: Certificate of Independent Bid Determination

NB: No quotations will be considered from persons in the service of the state

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 1) The Elundini Local Municipality Supply Chain Management Policy will apply;
- 2) The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- 3) Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- 4) Bids submitted are to hold good for a period of 30 days;
- 5) Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered
- 6) The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- 7) Failure to comply with these conditions may invalidate your offer.
- 8) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
- 9) General Conditions of Contract 2010 will apply in this Request for Quotation
- 10) By mere submission of the bid , the bidder automatically consent to deliver within 14 days of issue of an order unless a declaration for variance in this regard has been submitted to the municipality on the day of issue of an order.
- 11) Failure to comply with these conditions may invalidate your offer.
- 12) National Treasury circular no. 9 of 2017/18 Price shall apply.

SIGNATURE



DATE

30-04-2018

OBJECTIVE

Elundini Local Municipality would like to invite suitable qualified service providers to submit quotations for the supply, renewal and deployment of various software licenses and IIS authentication certificates listed below.

Renewal and Activation Products:

Software Type:	Number Of Licenses:	Duration:
1. Eset NOD 32 For Business (End User including Servers)	190	12 Months
2. Eset NOD32 for Business (Mail Security for Exchange)	1	12 Months
Microsoft SharePoint SSL IIS Authentication Security Certificate	1	12 Months
Microsoft Exchange SSL IIS Authentication Security Certificate	1	12 Months
SSL IIS Authentication Certificate for the Municipality's Domain	1	12 Months
Netwrix Auditor All Standard Support and Maintenance	190	24 Months
Renewal of FortiGate 80C license including 24x7 support with FortiGate.	1	36 Months

- The successful appointed supplier will required liaise with the existing software manufactures to obtain the municipality's details.
- The successful appointed supplier will be required to deploy licences and certificates remotely or on-site.
- Tests and confirmation of deployment results must be submitted upon completion of project.

PRICING

- All quotes that are being submitted shall be reasonable and VAT Inclusive.

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1. STAGE 1 EVALUATION – FUNCTIONALITY

Bids that scores let than 70 (seventy) points out of 50 (fifty) points in respect of the following eligibility criteria, will regarded as non- responsive

ITEM	POINTS
A. EXPERTISE	30
<ul style="list-style-type: none"> The successful appointed supplier will be required to have relevant experience with the deployment of IIS security certificates and renewal of software licenses. (At least 3 references) <p>(more than 3 projects in similar projects = 30) (2 Projects = 20 points) (1 projects = 10 point)</p>	
Time frame	20
<ul style="list-style-type: none"> Project must be completed within 14 days = 20 points Project completed more than 14 days = 0 point <p>(N.B. Kindly note that all contact details for software manufactures will be provided by the municipality upon appointment.)</p>	
TOTAL	50

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than R30, 000.00

Price - **80 points**

B-BEE status level of Contribution - **20 points**

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
 No.1 Seller Street,
 Maclear
 5480

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