



Road Traffic Management Corporation

**APPOINTMENT OF A PANEL FOR
INFORMATION TECHNOLOGY AND
RELATED SERVICES FOR A PERIOD OF
FIVE (5) YEARS**

RTMC BID NO: 02/2020/21

SECTION: 1

CONDITIONS AND UNDERTAKINGS BY BIDDER IN RESPECT OF THIS BID

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1. **Proprietary Information**

Road Traffic Management Corporation (RTMC) considers this bid and all related information, either written or verbal, which is provided to the bidder, to be proprietary to RTMC. It shall be kept confidential by the bidder and its officers, employees, agents and representatives. The bidder shall not disclose, publish, or advertise this specification or related information to any third party without the prior written consent of RTMC.

2. **Enquiries**

- 2.1 All communication and attempts to solicit information of any kind relative to this bid should be channelled to the email below, however such enquiries will be entertained until within ten days of publication on tender bulletin and National Treasury tender portal

Name	RTMC
Email Address	Bidadmin@rtmc.co.za

- 2.2 All the documentation submitted in response to this bid must be in English.
- 2.3 The RTMC may respond to any enquiry in its sole discretion and the bidder acknowledges that it will have no claim against the RTMC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

3. **Validity Period**

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

4. **Supplier Performance Management**

- 4.1 Supplier Performance Management is viewed by the RTMC as critical component in ensuring value for money acquisition and good supplier relations between the RTMC and all its suppliers.
- 4.2 The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the RTMC, which will form an integral part of the agreement. The SLA will serve as a tool to measure, monitor and assess the supplier's performance level and ensure effective delivery of service, quality and value-add to RTMC business.

5. Instructions on submission of Bids

5.1 Bids should be submitted in **Five (5) copies** (1 original and 4 copies) and one all bound in a sealed envelope endorsed, **RTMC BID 02/2020/21: Appointment of a panel for Information Technology and related services for a period of five (5) years.**

5.2 The sealed envelope must be placed in the bid box at the Main Reception area of the **RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157** by no later than **11:00 am on 04 August 2020.**

5.3 Compulsory briefing

The compulsory briefing session will be held on **23 July 2020** at the venue and address indicated in 5.2 above.

Due to Covid-19 regulations, the Compulsory Briefing Session will be held through different sessions in order to comply with regulations of social distancing. The session will be held as follows:

SESSIONS	MAXIMUM ATTENDEES	NUMBER OF	TIME SLOT
Session 1	20 Attendees		09h00-11h00
Session 2	20 Attendees		11h30-13h30
Session 3	20 Attendees		14h00-16h00

Bidders are required to register for a session by submitting necessary information to bidadmin@rtmc.co.za by not later than **20 July 2020**. In case a session is over subscribed, the RTMC reserves the right to reallocate potential bidders to different session at its own discretion. The following information is required to register for a briefing session:

- Company Name
- CSD Registration
- Name and Surname of the Representative

5.4 The bidder's company name, closing date and the return address must also be endorsed on the envelope.

5.5 All bids submitted must be signed by a person or persons duly authorised thereto.

5.6 If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are

delivered into the bid box. The RTMC will not be held responsible for any delays where documents are not placed in the bid box before closing time.

5.7 Bid received by email, facsimile or similar medium will not be considered.

5.8 Where a bid document is not placed in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **Late bids will not be considered.**

5.9 Amended bids may be sent in an envelope marked “**Amendment to Bid**” and should be placed in the bid box before the closing time.

5.10 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by RTMC in regard to anything arising from the fact that pages are missing or duplicated.

6. Undertakings by the Bidder

- 6.1 The bidder accepts that all costs incurred in preparation, presentation and any demonstration in relation to this bid shall be for the account of the bidder.
- 6.2 The bidder hereby offer to render all or any of the services described in the attached documents to the RTMC on the terms and conditions and in accordance with the specifications stipulated in this bid documents (and which shall be taken as part of, and incorporated into, this proposal at the prices inserted therein).
- 6.3 The bidder shall prepare for a possible presentation should RTMC require such and the bidder shall be notified thereof no later than 4 (four) days before the actual presentation date. Such presentation may include demonstration of products or services as called for by the RTMC in relation to this bid.
- 6.4 The successful bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this agreement as the principal(s) liable for the due fulfilment of this contract.
- 6.5 The bidder furthermore confirm 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 and that he/she accept that any mistakes regarding price(s) and calculations will be at his/her risk

7. RTMC's Rights

- 7.1 The RTMC reserves the right not to accept the lowest bid or any bid in part or in whole. RTMC normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is technically acceptable and/or financially advantageous to the RTMC.
- 7.2 The RTMC also reserves the right to award this bid as a whole or in part without furnishing reasons.
- 7.3 The RTMC reserves the right to conduct a site visit at the premises of the offices or at any client sites if so required.

7.4 The RTMC reserves a right to amend any bid conditions, validity period, specifications, or extend the closing date of bid prior to the initially stated closing date. Bidders will be advised in writing of such amendments in good time.

7.5 The RTMC 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 RTMC to conduct background checks on the bidding entity and any of its directors/trustees/shareholders/members.

8. Supplier Development and Promotion of Emerging Black Owned Service Provider

8.1 The RTMC promotes enterprise development. In this regard, successful bidders are encouraged to mentor SMME's and/or Youth owned businesses. The implications of such arrangement will be subject to negotiations between the RTMC and the successful bidder.

8.2 It is also the objective of the RTMC to promote transformation 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 bid would be undertaken by black owned entities.

8.3 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.

9. SPECIAL INSTRUCTIONS TO BIDDERS

9.1 Bidders shall provide full and accurate answers to the questions posed in this document.

9.2 Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/technical requirements. All documents as indicated must be supplied as part of the bid response.

- 9.3** RTMC reserves the right to determine the number of service providers to be allocated in each category and their utilization thereof.
- 9.4** Furthermore the RTMC will decide based on individual cases whether to re-appoint bidders who were given the opportunity on this panel before.

NB: RTMC reserves the right to verify information provided by bidders and any misrepresentation will lead to disqualification of the bidder.

SECTION: 2

SPECIFICATION DETAILS AND FUNCTIONALITY REQUIREMENTS

SECTION 2: TECHNICAL REQUIREMENTS/ SPECIFICATION

1.PURPOSE

The Corporation seeks to appoint a panel of IT service providers to supply hardware, software and support services to RTMC for a period of five (5) years.

2. PROBLEM STATEMENT

The Corporation has ±1300 staff that are equipped with laptops to perform their day-to-day duties. The equipment of the Corporation is replaced between 3-5 years as they reach end of life. It also supports over 3500 sites countrywide.

3.SPECIFICATIONS / SCOPE OF WORK

3.1

Category	Description
Workstations (Wi-Fi Enabled)	Linux Desktop (Screen Mounted), 22" or larger Monitor (HDMI, DisplayPort, VGA) Laser Black Non-Fade Ink Document Printers (Extra Tray for preprinted forms) PCL5e Laser Black Non-Fade Ink Query Printers PCL5e Printer Consumables Printer USB Cables
Scanner (Wi-Fi Enabled)	Desktop Network Scanner High Volume Network Scanner

Category	Description
USB Fingerprint Scanners	<p>High Volume Single Fingerprint Scanner</p> <p>High Volume Slab Scanner (442)</p> <ul style="list-style-type: none"> • Image resolution greater or equal to 320x480 pixels, • Minimum 500 DPI • Image format 8 bit 256 greyscale
Computerized Learner's Licence Testing & Kiosks	<p>14" or larger All in One Touch screen</p> <p>Fingerprint Scanner</p> <p>Webcam</p> <p>Privacy Screen</p> <p>Pole and base mounting</p> <p>Trunking</p> <p>Integrated POS EFT Terminal</p>
USB 2D Barcode Scanners	2D Barcode Scanners (PDF417 and QR codes)
Networking	<p>24 port switch 100/1000</p> <p>Mobile Backup Router with VRRP, wifie enabled</p> <p>9U Cabinet, Free standing (Perspex doors)</p> <p>25U Cabinet (Perspex doors)</p> <p>42U Cabinet (Perspex doors)</p> <p>Patch Panels</p> <p>Brush Panels</p>

Category	Description
Cabling	Molex Krone Flyleads (ethernet) Fibre Fibre patch leads and Sundries
Automatic Number Plate Recognition	ANPR IP cameras (Mobile and Fixed) POE Switches
Tablets	7" or larger ruggedised Android Tablets
Mobile Printers	Bluetooth 4" or larger printers with consumables
Kiosk POD	24 inch Touch Screens USB Slab Fingerprint Scanner (442) Industrial Webcam for photo booth Table top document scanner Eye Testing system Integrated POS EFT Terminal Slim line Speakers

3.2

Category	Description
Office Workstations	Business laptop Docking Station Additional monitor Keyboard Mouse Trolley bag/Backpack Bags Spare laptop Battery Chargers & power supplies
Desktops	20" or larger All-in-One Desktops Minimum i7, 8GB RAM, 512GB SSD, Windows 10 Pro Wi-Fi Enabled Keyboard Mouse
Scanners	Desktop Network Scanner
Printers	Desktop laser Colour & Black White printers Mobile A4 printers
Self-Service Kiosks	14" or larger All in One Touch screen Fingerprint Webcam Ruggedised keyboard and trackball Printer

Category	Description
Peripherals	Projectors Presentation pointers External Hard drives USB Flash Disks Internal Hard drives Additional/Replacement RAM Screen Adaptors and Convertors (e.g. HMDI-VGA, VGA-Display Port, VGA to HDMI, etc.) HDMI Cables VGA Cables Display port cables Keyboards Mouse USB to Ethernet adaptors
Tablets for e-Learning	7 “ or larger Ruggedized Android Tablets
Network Devices	24 & 48 Port POE Switches (layer 2,3) Wireless Access points Wi-Fi Controllers Core Switches Top of the rack Switches SAN Switches GBICs (LR and SR) Firewall Appliances

Category	Description
Servers	<p>Servers</p> <p>CPUs</p> <p>Memory</p> <p>Fibre Controllers</p> <p>Network Adaptors</p> <p>Fans</p> <p>Harddrives</p> <p>PDUs</p>
Storage	<p>Storage Architecture Network Devices</p> <p>Network Attached Storage Devices</p> <p>Brocade Switches</p>
Backup peripherals	<p>Robotic Tape library</p> <p>Backup Appliance</p> <p>Tapes/Cartridges</p>
Telecommunications	<p>PBXs Server and Software Support & licences</p> <p>Soft clients software & licenses</p> <p>VOIP Phones</p> <p>Webcams for Video Conferencing</p> <p>MICs for Video Conferencing</p> <p>Headsets</p> <p>USB Speakers for Video Conferencing</p> <p>PRI Cards</p>

3.3

Category	Description
Network	Firewall Software Web Application Firewall Software IPS/IDS Content Management Software
Backup	Backup Software
User Business Applications	Supply Software, Support and Annual Renewal
Application Middleware	Supply Software, Support and Annual Renewal
Database Management Software	Supply Software, Support and Annual Renewal
Antivirus Software	Supply Software, Support and Annual Renewal

4. General Conditions

- 4.1 The RTMC reserves the right to sign a Service Level Agreement (SLA) with the service provider to supplement services in an agreement in this regard;
- 4.2 RTMC reserves the right to include any additional related items on the contract that are currently not part of the bid document.
- 4.3 The RTMC will not be held responsible for any costs incurred in the preparation and submission of bid documents; and
- 4.4 Fees must be in South African Rends (ZAR) and must include VAT.

SECTION: 3

EVALUATION CRITERIA

1. EVALUATION CRITERIA

The bid will be evaluated in the following stages:

(a) Stage 1 - Standard Compliance Requirements

Bidders are expected to submit and comply with all the required Standard Compliance Requirements. Failure to comply with these requirements; bidders will be disqualified from evaluation. Below are Standard Mandatory requirements

- Bidders are required to submit 5 copies [One (1) Original plus four (4) Copies].
- All standard bidding documents must be duly completed and signed by authorised official. In case of a JV, Consortium or similar relationship/arrangements; bidders must submit standard bidding documents for entities in an arranged business relationship and accompanied by an agreement.
- Bidders must be registered with National Treasury Centralised Supplier Database.
- Compulsory briefing session certificate.

(b) Stage 2 – Mandatory Requirements

Bidders who fail to meet the mandatory requirements will be disqualified from further evaluation.

(c) Stage 3 – Functionality Evaluation

The bid will have two separate evaluation criteria, namely: - Category A and B

(C1) Category A: Businesses owned by African youth, women and Historically Disadvantaged Individuals (HDI).

NB: Only bidders that meet the minimum requirements of Stage 3 (70 points) will be eligible for consideration in Stage 4.

AND

(C2) Category B: Businesses owned by people with disabilities

NB: Only bidders that meet the minimum requirements for Stage 3 (50 points) will be eligible for consideration in Stage 4.

(D) Stage 4 – Price and Preference Points Evaluation Bidders will be evaluated on a 90/10 Preference Point System (i.e. 90 points on Price and 10 points on B-BBEE).

NB: THIS WILL BE DONE ONCE THE PANEL IS IN PLACE TO THE APPOINTED BIDDERS.

1.1 STAGE 1 – STANDARD COMPLIANCE REQUIREMENTS

NOTE: BIDDERS WHO FAIL TO COMPLY WITH BELOW STANDARD COMPLIANCE REQUIREMENTS WILL BE DISQUALIFIED FROM FURTHER EVALUATION. STANDARD COMPLIANCE REQUIREMENTS	Comply (Yes / No)
ENVELOPE ONE (1)	
Total Number of copies submitted – Five (5) (1 original and 4 copies)	
Compulsory Briefing Session Certificate	
Proof of CSD Registration. Registration on CSD (available on www.csd.gov.za)	
SBD1: Invitation to bid and company information	
SBD4: Declaration of interest	
SBD8: Declaration of bidder's past supply chain management practice	
SBD9: Certificate of independent bid determination	
ENVELOPE TWO (2)	
Total Number of copies submitted – Five (5) (1 original and 4 copies)	
SBD3: Pricing Schedule	
SBD6.1: Preference points claim form	

1.2 STAGE 2 – MANDATORY REQUIREMENTS

NOTE: A BIDDER WHO FAILS TO MEET THE ABOVE MANDATORY REQUIREMENT WILL BE DISQUALIFIED FROM FURTHER EVALUATION

MANDATORY REQUIREMENTS	Comply (Yes / No)
<p>Exempted Micro Enterprise (EME and QSE) CATEGORY</p> <p>Only bidders that are within EME and QSE category which are at least 51% black people owned as defined on regulation 4 of PPPFA regulations of 2017 will be considered or may respond to this bid</p> <p>Compliance requirement:</p> <p>(i) SANAS accredited BBEE certificate</p> <p style="text-align: center;">OR</p> <p>(ii) Fully completed sworn Affidavit by Commissioner of Oaths</p> <p style="text-align: center;">OR</p> <p>(iii) DTI BEE Certificate</p>	

1.3 STAGE 3 – FUNCTIONALITY CRITERIA

Category A: Businesses owned by African youth, women and Historically Disadvantaged Individuals (HDI).

Bidders in this category will be evaluated on functionality as stated below and will be required to score **70 points** in order to qualify for stage 4.

DESCRIPTION	POINTS
A. References /Track	
<p>A1 The bidder (Company) must provide reference/s of similar work done and the minimum value of the transaction order /work done should not be less than R400 000.</p> <ul style="list-style-type: none">• Reference letter of similar work for the order value of R 400 000 = 15 points• Reference letter of similar work for the order value of R 400 001 – R 1000 000 = 20 points• Reference letter of similar work for the value exceeding 1000 000 = 30 points	30

<p>COMPLIANCE REQUIREMENT</p> <p>Bidders are expected to attach copies of reference letters from Organisations/entities where similar services are currently and previously rendered. The following details must at least be reflected in the content of the reference letter/s:-</p> <ul style="list-style-type: none"> • Name and short description of similar service rendered /involved in • Role and Responsibilities, • Duration of involvement , • Value of the contract, <p>Contactable References. (letter of references in letterhead of the clients signed by authorized persons) AND attach copy of the order or delivery note or invoice or proof of payment to the reference letter as supporting document.</p>	
<p>A.2 Bidder's capability to source, supply and deliver IT equipment.</p> <p>The bidder to provide confirmation in a form of a letter from their main suppliers that will supply them with the required equipment should they be issued with an order on items listed on scope of work.</p> <p>1 to 3 supporting letters = 5 points 4 or more supporting letters = 10 points</p> <p>COMPLIANCE REQUIREMENT</p> <p>Bidders are expected to attach confirmation letters from their main suppliers in support of the above</p>	<p>10</p>
<p>A3 Company Experience and industry knowledge</p> <p>The bidder must have at least a minimum of three (3) years experience in rendering IT cross services to Corporate and/or government institutions.</p> <p>Compliance Requirements: Provide a company profile addressing amongst others but not limited to the following;</p> <ul style="list-style-type: none"> • Core Business (ICT related) and at least active three years of experience (attach order/Invoice) =3 points • Functional structure (reflect operations/normal day to day functioning - contractor or accounts, operations etc.) = 2 points • Capability to deliver and industry knowledge = 15 points <p>✓ Experience of lead team members of IT matters (minimum three years experience</p>	<p>20</p>

<p>and (attach CV) = 5 points</p> <p>✓ Services and Equipment provided (provide details - period, entities etc.). List at least two entities where services were rendered and give detail of service rendered) = 5 points</p> <p>✓ Relationship with other stakeholders in relation to the industry (OEM's, Distributors, accreditations, memberships, strategic partnerships/alliances, etc. Submit letter detailing nature of relationship and how that will ensure efficient supply of equipment /service as and when required = 5 points</p>	
<p>A4. Financial Capacity</p> <p>The bidder is required to demonstrate financial ability to execute the contract in order to ensure prompt delivery for the Corporation to meet its operational requirement;</p> <p>Bidders must provide the following as proof of financial capacity:</p> <ul style="list-style-type: none"> • A bank statement not older than three months showing availability of funds not less than R350 000. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Letter of commitment from a reputable financial service provider or any third-party indicating commitment to fund the bidder should they be funded. <p>The purpose of this requirement is to assess financial capability to deliver this type of service</p> <p>Compliance Requirement</p> <ul style="list-style-type: none"> • Proof of availability of funds to the value of R 350 000 – R500 000 = 10 points • Proof of availability of funds to the value of R 500 001 - R 700 000 = 20 points • Proof of availability of funds to the value exceeding R 700 000 = 25 points 	25
<p>B. Logistics and delivery Plan</p>	
<p>B.1 Delivery Plan</p> <p>Bidders must provide a detailed delivery plan of how they will deliver the required items on time to the required destination/ delivery point which must include amongst others the following:</p> <p>a) Logistical support: The bidder must demonstrate ability to carry out the contract by outlining key variables that must be in place to ensure compliance to agreed delivery lead- times and specifications. = 12 points</p> <p>Bidders to list at least and motivate at least a minimum of three resources and infrastructure and a brief motivation for each. (4 points for each variable with motivation)</p> <p>b)The delivery plan must outline contingency measures should urgent request arise. =3 points</p>	15

<p>The following measures will be used: -</p> <p>5 - Excellent Meets and exceeds the functionality requirements</p> <p>4 - Very Good Above average compliance to the requirements</p> <p>3 - Good Satisfactory and should be adequate for stated element</p> <p>2 - Average Compliance to the requirements</p> <p>0 - Non Compliant Does not comply to the requirements</p>	
Total Score	100

Category B: Businesses owned by people with disabilities

Bidders in this category will be evaluated on functionality as stated below and will be required to score **50 points** in order to qualify for stage 4.

In order to be evaluated in this category, bidders are required to submit a medical report or certificate confirming disability from a registered medical practitioner in accordance with applicable laws of the Republic of South Africa

DESCRIPTION	POINTS
A. Bidders Relevant Experience	
<p>A1 The bidder (Company) must provide reference/s of similar work done and the minimum value of the transaction order /work done should not be less than R400 000.</p> <ul style="list-style-type: none"> • Reference letter of similar work for the order value of R 400 000 = 15 points • Reference letter of similar work for the order value of R 400 001 – R 1000 000 = 20 points • Reference letter of similar work to the value exceeding 1000 000 = 30 points <p>COMPLIANCE REQUIREMENT</p> <p>Bidders are expected to attach copies of reference letters from Organisations/entities where similar services are currently and previously rendered. The following details must at least be reflected in the content of the reference letter/s:-</p> <ul style="list-style-type: none"> • Name and short description of similar service rendered /involved in • Role and Responsibilities, • Duration of involvement , 	30

<ul style="list-style-type: none"> Value of the contract, <p>Contactable References. (letter of references in letterhead of the clients signed by authorized persons) AND attach copy of the order or delivery note or invoice or proof of payment to the reference letter as supporting document.</p>	
<p>A.2 Bidder's capability to source, supply and deliver IT equipment.</p> <p>The bidder to provide confirmation in a form of a letter from their main suppliers that will supply them with the required equipment should they be issued with an order on items listed on scope of work.</p> <p>1 to 3 supporting letters = 5 points 4 or more supporting letters = 10 points</p> <p>COMPLIANCE REQUIREMENT</p> <p>Bidders are expected to attach confirmation letters from their main suppliers in support of the above</p>	<p>10</p>
<p>A3 Company Experience and industry knowledge</p> <p>The bidder must have at least a minimum of three (3) years experience in rendering IT cross services to Corporate and/or government institutions.</p> <p>Compliance Requirements:</p> <p>Provide a company profile addressing amongst others but not limited to the following;</p> <ul style="list-style-type: none"> Core Business (ICT related) and at least active three years of experience (attach order/Invoice) =3 points Functional structure (reflect operations/normal day to day functioning – contractor Or accounts, operations etc.) = 2 points Capability to deliver and industry knowledge = 15 points <ul style="list-style-type: none"> ✓ Experience of lead team members of IT matters (minimum three years Experience and (attach CV) = 5 points ✓ Services and Equipment provided (provide details - period, entities etc.). List at least two entities where services were rendered and give detail of service rendered = 5 points ✓ Relationship with other stakeholders in relation to the industry (OEM's, Distributors, accreditations, memberships, strategic partnerships/ Alliances, etc.). Submit letter detailing nature of relationship and how that will ensure efficient supply of equipment /service as and when required = 5 points 	<p>20</p>

<p>A4. Financial Capacity</p> <p>The bidder is required to demonstrate financial ability to execute the contract in order to ensure prompt delivery for the Corporation to meet its operational requirement;</p> <p>Bidders must provide the following as proof of financial capacity:</p> <ul style="list-style-type: none"> • A bank statement not older than three months showing availability of funds not less than R350 000. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Letter of commitment from a reputable financial service provider or any third-party indicating commitment to fund the bidder should they be funded. <p>The purpose of this requirement is to assess financial capability to deliver this type of service</p> <p>Compliance Requirement</p> <ul style="list-style-type: none"> • Proof of availability of funds to the value of R 350 000 – R500 000 = 10 points • Proof of availability of funds to the value of R 500 001 - R 700 000 = 20 points • Proof of availability of funds to the value exceeding R 700 000 = 25 points 	<p>25</p>
<p>B. Logistics and delivery Plan</p>	
<p>B.1 Delivery Plan</p> <p>Bidders must provide a detailed delivery plan of how they will deliver the required items on time to the required destination/ delivery point which must include amongst others the following:</p> <p>c) Logistical support: The bidder must demonstrate ability to carry out the contract by outlining key variables that must be in place to ensure compliance to agreed delivery lead- times and specifications. = 12 points</p> <p>Bidders to list at least and motivate at least a minimum of three resources and infrastructure and a brief motivation for each. (4 points for each variable with motivation)</p> <p>d)The delivery plan must outline contingency measures should urgent request arise. =3 points</p> <p>The following measures will be used: -</p> <ul style="list-style-type: none"> 5 - Excellent Meets and exceeds the functionality requirements 4 - Very Good Above average compliance to the requirements 3 - Good Satisfactory and should be adequate for stated element 2 - Average Compliance to the requirements 	<p>15</p>

0 - Non Compliant Does not comply to the requirements	
Total Score	100

NB: BIDDERS WILL BE REQUIRED TO SCORE A MINIMUM OF 70 POINTS (CATEGORY A) AND 50 POINTS (CATEGORY B) IN ORDER TO QUALIFY FOR STAGE 4.

1.4 STAGE FOUR – PRICE AND B-BBEE (PREFERENCE POINTS EVALUATION)

CRITERIA	MAXIMUM POINTS
Price	90
B-BBEE Rating	10
Grand Total	100

SECTION: 3

**ANNEXURE AND STANDARD
BIDDING DOCUMENTS**

See the attached SBD forms
(All SBD forms must be signed)

BIDDING DOCUMENTS : GENERAL INFORMATION

1. The bidding forms are drawn up so that certain essential information is to be furnished in a specific manner. Any additional particulars shall be furnished in the enclosed questionnaire(s) or in a separate annexure.
2. The bidding forms should not be retyped or redrafted but photocopies may be prepared and used. Additional offers may be made for any item, but only on a photocopy of the page in question. Additional offers made in any other manner may be disregarded.
3. Bidding forms not filled in using a computer and printer shall be completed in black ink.
4. Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted in regard to claims arising from the fact that pages are missing or duplicated.
5. The forms in respect of Preference Points Claim, if attached, shall be completed and submitted with the completed Bid.
6. Firm bid prices and delivery periods are preferred. Consequently bidders shall clearly state whether prices and delivery periods will remain firm for the duration of the contract or not.
7. If non-firm prices are submitted, this fact should be clearly stated in the bidding documents.
8. Where items are specified in detail, the specifications from an integral part of the bidding document and bidders shall indicate in the space provided whether the items offered are to specification or not.
9. In respect of the paragraphs where the items offered are strictly to specification, bidders shall insert the words "as specified".

- 10.** In cases where the items are not to specification, the deviations from the specifications shall be indicated.
- 11.** The bid prices shall be given in the units shown.
- 12.** All prices shall be quoted in South African currency.