



Province of the
EASTERN CAPE
SOCIAL DEVELOPMENT

Beacon Hill Office Park - Corner of Hargreaves Road and Hockley Close - Private Bag X0039 - Bisho - 5605 - REPUBLIC OF SOUTH AFRICA
Tel: +27 (0)43 605 5322 - - Email address: Vellewa.matha@ecdod.gov.za

ADVERTISEMENT
RFQ: 19/20 - 0027

APPOINTMENT OF SERVICE PROVIDER FOR FOR VMWARE LICENSING RENEWAL

Issued by:

Province of the Eastern Cape
Department of Social Development

Contact Person:

Mr T. Vatsha
Tel: 082 729 6614 (Specification)

Private Bag X0039
Bisho
5605

Mr M. Vukubi/Ms V. Matha
Tel: 082 779 9347 / 043 642 2800 (Document)

Name of Company/Bidder: _____

CSD/Supplier Number: MAAA _____

Company/Bidder's Tel/Cell: _____

Company Email Address: _____

QUOTATIONS MUST BE SUBMITTED BY 11H00 ON 04 SEPTEMBER 2019 IN THE TENDER BOX AT: DEPARTMENT OF SOCIAL DEVELOPMENT OFFICES, SITUATED AT BEATRICE STREET, ALBERTINAH SISULU HOUSE, KING WILLIAMS TOWN

Closing Date: 04 SEPTEMBER 2019

Closing Time: 11H00

RFQ-19/20-0027

Building a Caring Society. Together

SPECIFICATION FOR VMWARE LICENSING RENEWAL

1. BACKGROUND

The Eastern Cape Department of Social Development has installed VMWare 6.5 whose licences are to be renewed and extended to the dates provided in the scope of work. maintenance warranty for the SAN has since expired. The department therefore, would like to invite service providers to submit quotations for the renewal and extension of these licenses.

2. OBJECTIVES

The main objective of this bid is to appoint a Service Provider who can provide the services as described in the Scope below. The service provider must be well knowledgeable with VMWare virtualization platform, installation and configuration.

3. SCOPE OF WORK

- 3.1 Renew and extend support for a period of 1 year.
- 3.2 Upgrade/Configure all the ESXi Hosts to the latest VMWare upgraded version
- 3.3 Must all be extended for one calendar year
- 3.4 Must carry a Mission Critical Support (MCS)

(Take note of special conditions – Licenses configuration)

Contract	License Type	Support Level	Licenses	Instances / Processor	Period Of Extension	Comments
465561098	VMware vCenter Server 6 Standard for vSphere	Production Support and Subscription	1	2	1 Year	vCENTER LICENCES
40099306	VMware vSphere 6 Enterprise for 1 processor	Production Support and Subscription	1	16	1 Year	ENTERPRISE LICENCES
40099306	VMware vSphere 6 Standard	Production Support and Subscription	1	18	1 Year	STANDARD LICENCES

4. PRICING

- 4.1 Service Providers must provide pricing in the attached pricing schedule (Annexure A).
- 4.2 Prices must be inclusive of VAT. If not confirmed, the Department will assume that the price quoted is inclusive of VAT. The Department does not pay VAT to service providers that are not registered with SARS as VAT vendors. It is compulsory for bidders with taxable supplies exceeding R1, 000,000.00 (excluding VAT) in a 12-month period to register for VAT.
- 4.3 Bidders must ensure that there are no errors in the prices quoted. Should an error be discovered after the award, the following will apply:
 - o If the correct price is higher than the quoted price, the department will only pay the quoted price and the obligation of the bidder will remain unchanged.
 - o If the correct price is lower than the quoted price, the department will only pay the correct price and bidder's obligations will remain unchanged.
- 4.4 The quotes should include all activities/services that will be required for the required services as no variations will be accepted unless mutually agreed to by Department and the appointed service provider prior to contract acceptance.
- 4.5 Service providers will carry the responsibility of ensuring that the proposals submitted have been signed by a duly authorised person. Should it be established after the submission of proposals that the signatory authorising the proposal is not legally appointed by the service provider, the offer/proposal will be disqualified from the evaluation process.
- 4.6 All prices submitted should be written in black ink. No quotations written in pencil will be accepted or evaluated

5. CONTRACT AND DELIVERY PERIOD

This is a once off contract, the successful bidder must deliver within 30 days after receipt of an official order.

6. PAYMENT

- 6.1 The successful bidder will bill the Department after services have been completely rendered.
- 6.2 Payment will be made within 30 days of submission of a properly completed invoice.

7. LOCAL ECONOMIC DEVELOPMENT

To support Local Economic Development within the Province, preference will be given to service providers who have established their offices located within the Eastern Cape Province and confirmation that the bidder will support local procurement within the province is required.



8. SPECIAL CONDITIONS

8.1 The Department of Social Development is aware that it has more licenses than the ones that it intends to renew, but service providers should stick to the figures provided:

8.1.1 Currently the department has 9 vSphere Enterprise licenses totalling to 18(eighteen) CPUs, service providers must provide the department with 08 (eight) licenses which will result in 16 CPUs.

8.1.2 The department also has 30 CPU Standard licenses; service providers are expected to renew only 20 CPUs not 30.

8.2 Bidders must be registered in the Central Supplier Database (CSD). If not registered, bidders must ensure that they are registered before submission of their quotations. Supplier registration may be performed online at the National Treasury's website, www.treasury.gov.za. The Department will not award a contract to a bidder that is not registered on the CSD.

8.3 Bidders must submit, on a company letterhead, a resolution stating the official with authority to sign on behalf of the company

8.4 Bidders must provide minimum of two contactable references on similar work done.

DIRECTOR: ICT ENGINEERING

21/8/2019
DATE





9. EVALUATION CRITERIA:

Evaluation will be conducted as follows:

- Pre – evaluation criteria
- PPPFA

9.1 PRE – EVALUATION CRITERIA

The following are pre-qualification criteria:

- (a) Registration in the Central Supplier Database (CSD).
- (b) Quotation is only valid when signed by the service provider.
- (c) Correction fluids of any kind **MUST NOT** be used. In cases where corrections are necessary **ON PRICE**; these can be made by crossing a line on the incorrect statement, writing in the correct details above the same and subsequently endorsing the entry with the bidder's signature.
- (d) Fully completed and signed, ECBD4, ECBD8 and ECBD9. (Indicate with "N/A" when information is not applicable).
- (e) Fully completed Annexure A
- (f) Letters from two contactable references on similar work done.

N.B: Failure to comply with the pre-qualification criteria to the satisfaction of the department may lead to the disqualification of quotation. In-Loco Inspection may be conducted by the Department on shortlisted Service Providers before the award.

9.1 EVALUATION AS PER PPPFA

Bid proposals will be evaluated in accordance with the 80/20-preference point system, as contemplated in the Preferential Procurement Policy Framework Act (Act 5 of 2000). Bids will be evaluated on price and specific goals. Bidders are required to submit together with their bids original and valid B-BBEE status level verification certificates or certified copies thereof to substantiate their B-BBEE rating claims. A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification. Bidders who do not submit valid B-BBEE status level verification certificates will not qualify for preference points.

Matrix for evaluation

Criteria	Points
B-BBEE STATUS LEVEL OF CONTRIBUTOR	NUMBER OF POINTS
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-complaint contributor	0
TOTAL POINTS FOR PRICE & B-BBEE	100

10. CONSORTIUM / JOINT VENTURE

It is recognized that bidders may wish to form consortia to provide the Services.

A bid, in response to this invitation to bid, by a consortium must comply with the following requirements: -

- 10.1 Copy of agreement signed by all the members must be submitted. One of the members must be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members. The lead member must be the only authorized party to make legal statements, communicate with the Department and receive instructions for and on behalf of any and all the members of the Consortium;
- 10.2 All parties must be registered on the Central Supplier Database (CSD).

11. DISCLAIMER

- 11.1 Whilst all due care has been taken in connection with the preparation of this Bid, the Department makes no representations or warranties that the content in this Bid or any information communicated to or provided to bidders during the Bidding process is, or will be, accurate, current or complete. The Department, and its officers, employees and advisors will not be liable with respect to any information communicated which is not accurate, current or complete.
- 11.2 If a bidder finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in the Bid or any other information provided by the Department (other than minor clerical matters), the bidder must promptly notify Department in writing of such discrepancy, ambiguity, error or inconsistency in order to afford the Department an opportunity to consider what corrective action is necessary (if any).



DIRECTOR: SUPPLY CHAIN MANAGEMENT

DATE: 22/08/2019



ANNEXURE A

PRICING SCHEDULE

ITEM AND DESCRIPTION	Instances / Processors	PRICE
VMware vCenter Server	2	
vSphere Enterprise	16	
vCenter Standard	20	
Labour For vCenter and Hosts Upgrade/Configure.		
SUBTOTAL		
VAT		
TOTAL (Including VAT)		

Name: _____

Sign: _____

Date: _____

Designation: _____

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.

8

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 / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

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**

9

2.9.1 If so, furnish particulars.

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

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state 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 related companies whether or not they are bidding for this contract?

YES/NO

2.11.1 If so, furnish particulars:

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

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

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

4 DECLARATION

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

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

May 2011

11

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

12

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js365bW

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.

14

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

15

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:
 - (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.

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.

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

Ja914w 2

17