



**BID NOTICE 42/2020**  
**REQUEST FOR QUOTATION OF A SUITABLE SERVICE PROVIDER FOR**  
**PROVISIONING, INSTALLATION OF NETWORK EQUIPMENT AND CABLING**

Senqu Municipality hereby invites bids from all prospective, accredited and qualifying bidders for the hereunder bid:

| Bid Number | Bid Name   | Closing Date and Time                          | Evaluation criteria |
|------------|--|--|---------------------|
| 42/2020    | <b>PROVISIONING, INSTALLATION OF NETWORK EQUIPMENT AND CABLING</b> | Date: 28 May 2020<br>Time: 12:00 (Telkom time) | 80/20               |

The minimum specifications are detailed in the bid document on the website <http://www.senqu.gov.za>. Completed tender documents must be *pure* bound, sealed in an envelope endorsed with the Bid Description Name: "**Provisioning, Installation Of Network Equipment And Cabling**" of Senqu Municipality – NOTICE No: 42/2020" and must be deposited in the Tender/Bid Box at the Senqu Municipal Offices, Lady Grey not later than 12:00 noon on 28 May 2020 when bids will be opened in public.

All interested bidders will have to request building floor plans and photos of the Main Server Room, Ground and First Floors where the infrastructure will be installed and configured.

All enquiries should be addressed to Mr Luzuko Booi at 078 467 3394 or [booule@senqu.gov.za](mailto:booule@senqu.gov.za)

**EVALUATION & ADJUDICATION CRITERIA**

Bidders that obtain less than 70 points on functionality will not be considered for further evaluation.

| ITEM | CRITERIA FOR FUNCTIONALITY   | POINTS    |
|------|--|-----------|
| 1    | <p><u>Experience of the company in the provision of networking and cabling installation services.</u><br/>           Proven track record with successful installation of Networking/Cabling, Fibre and Wireless Access Points Projects during the past 5 years<br/>           2 X Cabling Project - 10 Points<br/>           4 X Cabling Project - 20 Points<br/>           6 X Cabling Project - 30 Points</p> <p><b>In order to claim points, the bidder should attach a letter of Appointment, a Purchase Order and Referral Letter or Confirmation Letter.</b></p> | <b>30</b> |
| 2    | <p><u>Expertise and Qualifications of the project implementation team members.</u><br/>           A Bidder must supply proof of company staff employed by the bidder certified as installers including Project Manager. Please attach valid certificates in order to claim points.</p> <p>1 X Valid CCNA Certified Technician – 10 Points</p>  | <b>60</b> |

Bid No: 42/2020 REQUEST FOR QUOTATION OF A SUITABLE SERVICE PROVIDER FOR PROVISIONING, INSTALLATION OF NETWORK EQUIPMENT AND CABLING

| ITEM | CRITERIA FOR FUNCTIONALITY   | POINTS     |
|------|--|------------|
|      | 2 X Valid CCNA Certified Technicians – 20 Points,<br>1 X Valid Fire Optic Association Certified Technician – 10 Points<br>2 X Valid Fire Optic Association Certified Technicians – 20 Points,<br>1 X Valid Certified Molex/Krone Technician – 10 Points<br>2 X Valid Certified Molex/Krone Technicians – 20 Points<br><br><b>In order to claim points, the bidder should attach a detailed CV &amp; certified copies with certificates in order to claim points.</b> |            |
| 3    | <u>Clear Project Implementation Plan/Methodology.</u><br><br>Full compliance of TOR with a detailed approach and work plan explaining how the project will be implemented 1-month duration from the date of appointment<br><br>Compliance with TOR - 10<br><br>Non-compliance with TOR - 0   | <b>10</b>  |
|      | <b>TOTAL POINTS</b>  | <b>100</b> |

Senqu Municipality Supply Chain Management Policy as well as the following conditions shall apply:

- Canvassing of municipal staff or councillors will automatically disqualify any bidder.
- The bid must be bound with own documents and all SCM documents and bid advertisement. Bid documents must remain **INTACT**. Bids may only be submitted on the bid documentation provided by the Municipality.

**COMPULSARY DOCUMENTS (failure to submit any of the following will result in disqualification)**

Senqu Municipality Supply Chain Management Policy as well as the following conditions shall apply:

- Canvassing of municipal staff or councillors will automatically disqualify any bidder.
- The bid must be bound with own documents and all SCM documents and bid advertisement. Bid documents must remain intact. Bids may only be submitted on the bid documentation provided by the municipality. Bid documents may not be tampered with by Bidders.
- The bid must be bound with the bidding checklist as the first page of the document with the completed page numbers.

**COMPULSORY DOCUMENTS (failure to complete, submit or not signing where indicated, of any of the compulsory documents will result in disqualification)**

- Service Providers full name, identification number or company or other registration number
- Valid SARS pin number confirmation certificate.
- Prices must be valid for a minimum period of 90 days and include VAT.
- The municipal rates and taxes or municipal charges owed by the preferred bidder or any of its directors, to the municipality or municipal entity, or to any other municipality or its entity, must not be in arrears for more than three months. Proof must be submitted in the form of a recent municipal account or letter from the Ward Councillor when the bidder operates and resides in an area where there are no Municipal services.

**Bid No: 42/2020 REQUEST FOR QUOTATION OF A SUITABLE SERVICE PROVIDER FOR PROVISIONING, INSTALLATION OF NETWORK EQUIPMENT AND CABLING**

- The following Municipal Bid Documents must be included in the tender document and signed: They are available on the municipal website [www.senqu.gov.za](http://www.senqu.gov.za).
  - MBD 1 (Invitations to bid)
  - MBD 3.1 (Pricing schedule/Firm Prices)
  - MBD 4 (Declaration of Interest)
  - MBD 6.1 (Preference points claim form)
  - MBD 8 (Declaration of Bidder's past supply chain management practices)
  - MBD 9 (Certificate of independent bid determination)

#### **SUPPLEMENTARY INFORMATION**

- The successful bidder will be required to register on the Senqu Municipality data base.
- The Senqu Municipality does not bind itself to accept the lowest or any other bid and reserves the right to accept the whole or part of any bid.
- No emailed or faxed documents will be accepted.
- It is the responsibility of the Bidder to ensure that bids sent via courier are placed in the Tender/Bid Box by the advertised date and time.
- The successful bidder will be requested in certain circumstances to be requested to enter into a Service Level Agreement.
- Bids which are late, incomplete or unsigned will not be accepted for evaluation.
- All disputes, objections, complaints and queries will be settled as per Paragraph 56 of the Senqu Municipal Supply Chain Policy through mutual consultation, mediation (with or without legal representation) or when unsuccessful through a South African court of law.
- CSD Certificate
- Submission of an original B-BBEE Certificate issued by a SANAS accredited verification agent. EME's may submit an original sworn affidavit.

**M.M. Yawa**

**Municipal Manager  
14 May 2020**