



**MICTSETA**

Media, Information And  
Communication Technologies  
Sector Education And Training Authority

SHAPING SKILLS, PIONEERING INDUSTRIES, EMPOWERING FUTURES

MICT SETA Head Office; Supply Chain Management 19 Richards  
Drive, Gallagher Convention Centre, Gallagher House, Level 3  
West Wing Tel +27 11 207 2600; E-mail: [bidqueries@mict.org.za](mailto:bidqueries@mict.org.za)

## **YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE MEDIA INFORMATION AND COMMUNICATIONS TECHNOLOGIES SECTOR EDUCATION AND TRAINING AUTHORITY**

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**REQUEST FOR BID REF: MICT/SETA/DRS/02/2025**

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### **REQUIREMENT DESCRIPTION:**

**APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF DISASTER RECOVERY  
HOSTING SERVICES FOR A PERIOD OF THIRTY-SIX (36) MONTHS**

**BID CLOSING DATE: 29 April 2025 at 11:00 AM (SOUTH AFRICAN TIME)**



BID REFERENCE NUMBER	MICT/SETA/DRS/02/2025
BID DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF DISASTER RECOVERY HOSTING SERVICES FOR A PERIOD OF THIRTY-SIX (36) MONTHS
SUPPLIER BRIEFING SESSION	<b><u>Compulsory bidders conference will be held as follows:</u></b>  Date: 17 April 2025 Time: 13:00 pm Location: Microsoft Teams Meeting ID: 389 622 869 493 Passcode: 9wX7tv2s
BID CLOSING DATE & TIME	29 April 2025 @ 11:00 am South African Time.  <b>*Note: A bid will not be considered if it arrives a second after 11:00 am or any time thereafter. Bidders are therefore strongly advised to ensure that bids are dispatched allowing enough time for any unforeseen events that may delay the delivery of the bid.</b>
INSTRUCTION FOR SUBMISSION OF BID	<b><u>NB:</u></b> Bid must be received in a sealed envelope (1 hard copy and 1 USB) marked with this RFB reference number and deposited in a tender box at the location indicated hereunder.
LOCATION FOR BID SUBMISSIONS	MICT SETA Head Office: Reception 19 Richards Drive, Gallagher Convention Centre West Wing, level 3 Midrand
BID VALIDITY PERIOD	Bids received shall remain valid for acceptance for a period of 120 days counted from the closing date of the bid.

#### CLARIFICATION AND COMMUNICATION

- All enquiries relating to this bid must be addressed in writing to [bidqueries@mict.org.za](mailto:bidqueries@mict.org.za) five (5) days **before the closing date and time**. Queries received after this period will not be entertained.
- The bid reference number must be mentioned in all correspondences.
- Bids sent to any other platform other than the one specified herein will not be considered for evaluation. It is the bidder's responsibility to ensure that the bid is sent to the correct platform and that this is received by the MICT SETA before the closing date and time in MICT SETA's dedicated platform
- All the documentation submitted in response to this RFP must be in English.

**Note:** Bidders are advised that a response will be disqualified should any attempt be made by a bidder either directly or indirectly to canvass any officer(s) or employees of **MICT- SETA** in respect of the RFB, between the closing and award date of the business.



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## SECTION 1: CHECKLIST INFORMATION

### RETURNABLE DOCUMENTS CHECKLIST

**Request For Bid invitation document must be completed, signed and submitted as a whole** by the authorised Company representative. All forms must be properly completed, list below serve as a checklist of your RFB submission.

(Tick in the relevant block below)

DESCRIPTION	YES	NO
<b>CSD</b> Central Supplier Database (CSD) Registration Report.		
<b>SUPPLIER REGISTRATION ON CSD</b> Prospective suppliers must register on the National Treasury Central Supplier database in terms of National Treasury circular no 4A of 2016/17. The bidder shall register prior submitting a proposal/bid.		
<b>SBD 1</b> - Fully completed with required proof <b>(Where applicable)</b>		
<b>CIPC</b> registration documents		
<b>Bidder's eligibility: Form A</b>		
Valid Tax Clearance Certificate (\$) and or proof of application endorsed by <b>SARS</b> / and or <b>SARS</b> issued verification pin		
<b>SBD 4 - Declaration of interest</b>		
<b>SBD 6.1:</b> Preferential Procurement Claim Form		
Copy of joint venture/ consortium or sub-contracting agreement duly signed by all parties. <b>(Where applicable)</b>		
Certified Copy of director(s) ID(s) not older than (six) 6 months		
Shareholding Certificate <b>(Where applicable)</b>		
Pricing / Financial Proposal envelope and USB <b>(Must be submitted in a separate sealed envelope)</b>		
Financial Statements for 2023/2024 FY of the bidder		

**Note: This BID must be completed and signed by the authorised Company representative**



## SECTION 2: MICT SETA -BID CONDITIONS

### 1. BID CONDITIONS

- a. MICT SETA considers this bid and all related information, either written or verbal, which is provided to the respondent, to be proprietary to MICT SETA. The respondent shall not disclose, publish, or advertise this RFB or related information to any third party without the prior written consent of MICT SETA.
- b. Bids for the supply of goods or services described in this document are invited in accordance with the provision of Government Procurement: General Conditions of Contract available for download from <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/>
- c. MICT SETA does not bind itself to accept the lowest or any RFB, nor shall it be responsible for or pay any expenses or losses which may be incurred by the bidder in the preparation and delivery of the RFB.
- d. No Bid shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.
- e. The technical proposal shall not include any price or financial information, technical proposal containing material financial information may be declared non-responsive.

#### 1.1 MICT SETA reserves the right to:

- a. Not evaluate or award RFB that do not comply strictly with the requirements of this RFB.
- b. Make a selection solely on the information received in the RFBs and Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this RFB.
- c. Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders and no change in the content of the RFB shall be sought, offered or permitted.
- d. Award a contract to one or more bidder(s).
- e. Withdraw or amend the RFB at any stage.
- f. Accept a separate RFB or any RFB in part or full at its own discretion.
- g. Cancel this RFB or any part thereof at any stage as prescribed in the PPPFA regulation.

### 2. COST OF BIDDING

The bidder shall bear all costs and expenses associated with preparation and submission of its RFB or RFB, and the MICT SETA shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

### 3. EXTENSION OF PROPOSAL VALIDITY PERIOD

In exceptional circumstances, prior to the expiration of the proposal validity period, MICT SETA may request Bidders to extend the period of validity of their bid proposals in writing and shall be considered integral to the proposal.

**SECTION 3: FORM A: BIDDER'S ELIGIBILITY FORM****Name of Bidder:****RFB Number:**

We, the undersigned, offer to provide the required services in accordance with the above Request for quotation and hereby declare that our firm, persons, or its directors, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

- a) is not under procurement prohibition by National Treasury, *from doing business with the public sector,"*
- b) have not declared bankruptcy, are not involved in bankruptcy or engaged in corrupt / fraudulent practices, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- c) undertake not to engage in prescribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the MICT SETA or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the MICT SETA.
- d) *We declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this RFQ submission may lead to elimination of our RFQ submission.*

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_


**SBD 1: PART A: INVITATION TO BID**

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
COMPANY REGISTRATION NUMBER				
DATE OF REGISTRATION				
VAT REGISTRATION NUMBER				
	TCS PIN:		OR	CSD No:
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)		
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)		
	<input type="checkbox"/>	A REGISTERED AUDITOR		
		NAME:		
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No <b>[IF YES ENCLOSE PROOF]</b>		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>[IF YES ANSWER PART B:3 BELOW]</b>	
SIGNATURE OF BIDDER	.....		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.				
TOTAL NUMBER OF ITEMS OFFERED	Refer to pricing schedule/costing		TOTAL BID PRICE (ALL INCLUSIVE)	Refer to pricing schedule/costing



## PART B: TERMS AND CONDITIONS FOR BIDDING

### BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE.
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

### TAX COMPLIANCE REQUIREMENTS:

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

### QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.**

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**





## SECTION 4: BIDDING STRUCTURE

### Bidding structure

Indicate the type of bidding structure by marking with an 'X':

Individual bidder	
Joint Venture	
Consortium	
Subcontractors	
Other	

If the bid is submitted as a Consortium or Joint Venture or Sub-Contracting Arrangement list the members of such Consortium or Joint Venture and Sub-Contractors below:

### Bidder's Information (includes bids submitted Individual or as a Consortium or Joint Venture)

Supplier size type (Large or QSE or EME)	
First time business with MICT SETA (Yes/No)	
Number of existing running contracts and total value	
Total number of Employees	

### Entity ownership

Ownership category	% of ownership
Black or historically disadvantage individual owned	
Black women owned	
Black youth owned	
People living with disability	
Military veteran	
Other ownership	
<b>Total (100%)</b>	

**SECTION 5:  
ANNEXURE A: TERMS OF REFERENCE /SPECIFICATION****REQUIREMENT DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF  
DISASTER RECOVERY HOSTING SERVICES FOR A PERIOD OF THIRTY-SIX (36) MONTHS****1. INTRODUCTION**

The Media, Information and Communication Technologies Sector Education and Training Authority (MICT SETA) is a public entity established in terms of Section 9(1) of the Skills Development Act (Act No. 97 of 1998). The MICT SETA plays a pivotal role in achieving South Africa's skills development and economic growth within the 5 distinct sub-sectors it operates in, i.e., Advertising, Film and Electronic Media, Electronics, Information Technology, and Telecommunications. To deliver on its mandate, key amongst the priorities of the organisation is:

**2. BACKGROUND**

The MICT SETA Information Communication Technology (ICT) unit requires to implement its Technology Service Continuity Plan through the appointment of a competent and experienced service provider for provision of Disaster Recovery (DR) site hosting services. The DR site must be a Tier 3 or higher hosting facility that provides secure, reliable, and scalable infrastructure to support MICT SETA's critical business continuity operations

To fulfil its mandate, MICT SETA relies on a variety of technology systems and infrastructure that must always be operational. A reliable DR site is crucial to ensure that these systems can be quickly and efficiently restored in the event of a primary site failure.

The chosen DR site must meet or exceed Tier 3 standards, ensuring 99.982% availability, multiple independent power and cooling distribution paths, and fault-tolerant infrastructure.

**MICT SETA National Footprint**

The MICT SETA national footprint spans several towns in different provinces of the country as articulated below:

PROVINCE	DESCRIPTION	NUMBER OF USERS	ADDRESS
Gauteng	Midrand (Head Office)	119	Block 2, Level 3 West Wing, Gallagher House Gallagher Convention Centre 19 Richards Drive



			Halfway House Midrand, 1685
KwaZulu- Natal	Durban Regional Office	10	Ridge 8, 14 <sup>th</sup> Floor 32 Vuna Close Umhlanga Ridge Durban, 4319
Eastern Cape	East London Regional Office	6	12 Esplanade Quigney East London 5201
Western Cape	Cape Town Regional Office	8	The Boulevard Office Park Block F, Ground Floor Searle Street Woodstock, 7925
Free State	Bloemfontein Regional Office	2	61 Bastion Street Bloemfontein 9300
North-west	Klerksdorp Satellite Office	1	Vuselela TVET College Jourberton Centre for Engineering Studies 11900 5th Street, Jourberton Township

### Technology Architecture

The MICT SETA Technology Architecture comprise of the following minimum infrastructure:

- SD-WAN network – CISCO Meraki
- Microsoft 365 A5 (MS Teams, E-mail, SharePoint, Telephony)
- Azure AD
- Mimecast mail control and archive
- Third-party connectivity such as IPSEC, APN, and VPN
- Hosting of business applications on Microsoft Azure and other cloud platforms
- The network consists of approximately 260 network nodes comprising user  $\pm 175$  user devices,  $\pm 75$  network devices,  $\pm 10$  web applications. Included in the devices are laptops, MacBooks, iPads, network nodes, and other equipment.



### **3. PURPOSE AND OBJECTIVES**

#### **3.1. Purpose**

The purpose of this project is to implement a Tier 3 or higher DR-as-a-service (DRAAS) hosting site that will enable the MICT SETA to:

- (i) Achieve the key components of MICT SETA's overall Business Continuity Management (BCM), including the recovery point objective (RPO) and recovery time objective (RTO) of each business application.
- (ii) Ensure the availability, resilience, and recovery of essential Technology Services and Systems in the face of disruptions or disasters affecting MICT SETA technology services, systems, and / or infrastructure.
- (iii) Minimize the impact of incidents on the MICT SETA's ability to deliver critical services and maintain essential business operations.
- (iv) Have access to robust infrastructure, advanced security measures, and comprehensive support services to maintain operational resilience.

#### **3.2. Project Objectives**

The primary objectives of the DRAAS project are as follows:

- 3.2.1. Minimize downtime and disruptions to key business processes by ensuring continuous availability of critical Technology Services to support business operations.
- 3.2.2. Implement measures to safeguard and recover critical information in cases of ICT disaster through identification and prioritization of critical technology assets, systems, and data.
- 3.2.3. Assess the impact of disruptions and implement risk mitigation strategies through the identification of potential threats and risks to Technology Services.
- 3.2.4. Ensure compliance with legal, regulatory, and contractual obligations related to Technology Service availability, data protection, and privacy during and after a disruption.
- 3.2.5. Developing and documenting strategies for Technology Services, including alternate processing, redundancy, and failover.
- 3.2.6. Minimize financial losses associated with Technology Service disruptions by developing cost-effective recovery strategies and resource allocations.
- 3.2.7. Establish clear recovery plans for each critical Technology Service and define roles and responsibilities for parties involved in recovery efforts

### **4. PROJECT SCOPE AND REQUIREMENTS**

#### **4.1. Current Hosting Environment**

The primary/production site will be migrated to the SITA Cloud in the future, however, the below is an overview of how the current hosting environment is setup including the resources allocated:



System	Hosting location	vCPU	HDD	RAM	Internal / External facing
ERP – Sage 300	3 <sup>rd</sup> party – QI Solutions	8	1.5 Tb	64 Gb	Internal
ERP – Evolution					Internal
ERP – Greenfields					Internal
Website and Digital Career Portal	Azure - MTN	16	512 Gb	64 Gb	External
Microsoft O365 A5	MS Office.com - Altron	4	500 Gb	12 Gb	Internal
Integrated Learner Management System (ILMS), E-Learning, and Career Hub	Azure - MTN	64	2,5 Tb	128 Gb	Internal and external
Internet connectivity	MTN				Internal
VPN	MTN				Internal
TVET & SETA times website	Azure – MTN	16	512 Gb	64 Gb	External

#### 4.2. Projects in the Pipeline

Below is a list of projects that will be implemented coming future which will have a DR instance at the DR hosting site, with the relevant RPOs and RTOs. It must be noted that this list is not exhaustive:

System	vCPU	HDD	RAM	RPO	RTO
Data Lake	8	30 Tb	32 Gb		
Electronic Records Management System					
Intranet	16	1 Tb	64 Gb		
GIS					
MIS / DSS					
Online Recruitment	16	1 Tb	64 Gb		

The ERP system will change in the short to medium term.

The scope of work for the procurement and implementation of Disaster Recovery Hosting Services are as follows:

**The data center on offer for DRAAS must comply with the following minimum requirements:****a) Facility Specifications:**

- The DR site must be a Tier 3 or higher data center.
- The facility should offer a minimum of N+1 redundancy for power and cooling systems.
- The data center should have 24/7/365 on-site security and monitoring.
- The facility should be geographically located to minimize the risk of being affected by the same disaster as MICT SETA's primary site.

**b) Infrastructure Requirements:**

- Power: Redundant power supplies, including backup generators and UPS systems.
- Cooling: Redundant HVAC systems to maintain optimal operating conditions.
- Connectivity: High-speed, redundant internet connections from multiple service providers.
- Scalability: The ability to scale resources (computing, storage, and networking) as needed.

**c) Data Backup and Recovery:**

- The DR site must support real-time or near-real-time data replication from MICT SETA's primary site.
- Secure data backup solutions with encryption and regular integrity checks.
- Ability to restore data quickly in the event of a disaster.

**d) Security and Compliance:**

- The DR site must comply with industry standards (e.g., ISO 27001) and relevant regulatory requirements.
- The facility must implement physical and cybersecurity measures, including access control, surveillance, and data encryption.
- The provider should conduct regular security audits and provide reports to MICT SETA.

**e) Support and Maintenance:**

- 24/7/365 technical support with a clear escalation process.
- Managed services for monitoring, patch management, and incident response.
- Regular maintenance and updates to ensure the DR site infrastructure is up-to-date and secure.

**f) Testing and Validation:**

- The service provider must facilitate regular DR tests, including failover and failback procedures, to ensure that MICT SETA's recovery objectives are met.
- Provide detailed reports on the outcome of each test, including any issues identified and recommendations for improvement.

**g) Service Level Agreement (SLA):**

- The provider must offer an SLA that guarantees a minimum of 99.982% uptime.
- Clearly defined RTO (Recovery Time Objective) and RPO (Recovery Point Objective) that align with MICT SETA's business continuity requirements.
- Penalties or credits for any failure to meet SLA terms.

**h) Training and Documentation:**

- Provide comprehensive training for MICT SETA's IT staff on DR processes, including access and operation of the DR site.
- Detailed documentation of all processes, configurations, and procedures related to the DR site hosting services.

**i) Vendor Requirements**

The successful service provider will deliver the following:

- A fully operational Tier 3 or higher DR site.
- Documentation detailing the infrastructure, processes, and SLAs.
- Regular reports on DR tests, security audits, and maintenance activities.
- Training sessions for MICT SETA staff.
- Ongoing support and maintenance services as outlined in the SLA.

**NB: The MICT SETA will only consider Bid proposals from a bidder with the necessary qualifications and experience of providing DR Hosting services, including necessary accreditation and certification from relevant OEMs.**

**5. QUALIFICATIONS AND EXPERIENCE**

a) Prospective service providers should meet the following criteria:

- Proven experience in providing disaster recovery services to organizations of similar size and complexity as MICT SETA.
- Demonstrated capability in managing and maintaining Tier 3 or higher data center facilities.
- Expertise in data replication, backup solutions, and business continuity planning.
- Strong references from previous clients within the public sector or education/training industry.

b) The following certifications are mandatory:

- ISO 27001: Information Security Management System
- ISO 9001: Quality Management System
- ISO 22301: Business Continuity Management System
- Member of Business Continuity Institute (BCI)
- Certified OEM Partner for DRaaS & Back-up As A Service

c) The Data Center to provide the hosting services must have the following certifications:





- Tier 3 or more
- ISO 9001: Quality Management System
- ISO 22301: Business Continuity Management System
- ISO 27001: Information Security Management System
- ISO 45001: Occupational Health and Safety Management System
- ISO 50001: Energy Management Systems

## 6. COSTING MODEL

Proposals will be evaluated based on the following criteria:

- **Technical Capability:** The ability to meet or exceed the Tier 3 data center requirements, including redundancy, uptime, and scalability.
- **Experience and References:** Demonstrated experience in providing DR site hosting services, with references from similar clients.
- **Cost:** Total cost of ownership, including setup fees, ongoing maintenance, and support costs.
- **Compliance:** Adherence to MICT SETA's security, regulatory, and industry standards.
- **Implementation Plan:** Feasibility and clarity of the proposed implementation plan, including timelines and resource allocation.
- **SLAs and Support:** Strength of the proposed SLAs and the quality of the support and managed services offered

### Initial Setup Costs

- **Infrastructure Setup Fees:** Costs associated with setting up the DR infrastructure, including hardware, software, and any custom configurations required by MICT SETA.
- **Installation and Migration Costs:** Fees for the installation of equipment and the migration of data and applications to the DR site.
- **Testing and Validation Costs:** Costs for initial DR testing and validation to ensure the site meets MICT SETA's requirements.

### Recurring Costs

- **Monthly/Annual Hosting Fees:** Regular fees for hosting services, which may include data storage, power, cooling, and facility maintenance.
- **Support and Maintenance Fees:** Costs for ongoing support and maintenance services, including 24/7 technical support, system monitoring, and regular maintenance.
- **Data Replication and Backup Costs:** Charges for data replication, backup services, and data storage over time.
- **License Fees:** Any software licensing fees required for the operation of the DR site.

### Variable Costs

- **Scalability Costs:** Costs associated with scaling the DR infrastructure, such as adding additional storage, processing power, or bandwidth as required.





- **Overage Fees:** Costs incurred if usage exceeds predefined limits, such as additional data transfer, storage, or power consumption.
- **Testing Costs:** Fees for periodic DR drills, testing, and audits throughout the contract period.

**The variable costs must be populated as per the table below:**

Compute Resources	Unit	Quantity	Total Cost
Virtual CPUs (vCPUs)	Per vCPU	0 - 4	R
		4 – 8	R
		8 – 12	R
		12 – 16	R
		16 - 20	R
		20 - 24	R
Memory (RAM)	Per GB	8 – 16	R
		16 – 32	R
		32 – 64	R
		64 - 128	R
Storage Resources	Per GB	50 – 100	R
		100 – 500	R
		500 - 1000	R
		1000 +	R

#### **Indirect Costs**

- **Training Costs:** Costs for training MICT SETA staff on DR processes, tools, and access procedures.

**NB: Bidder should note the MICT SETA will be including penalties to be applied in the SLA. These will be as follows:**

#### **Service Level Agreement (SLA) Penalties**

- **Downtime Penalties:** Potential financial penalties or credits if the service provider fails to meet the uptime requirements specified in the SLA.
- **Performance Penalties:** Penalties for not meeting agreed-upon performance metrics, such as recovery time objectives (RTO) and recovery point objectives (RPO).



## 7. PRICING SCHEDULE

Name of bidder: \_\_\_\_\_

Bid number: \_\_\_\_\_

Closing date: \_\_\_\_\_

Bid shall remain valid for acceptance for a period of **120 days** counted from the closing date.

**Bidders to provide further cost breakdown where necessary under each line item, and sub-total and the overall RFB price (Total) should be included. The below table is for illustration only:**

ITEM #	DESCRIPTION OF SERVICES	UNIT COSTS (Each item)	QUANTITY	TOTAL COST
	Initial Setup Costs	R	1	R
	Recurring Costs	R	1	R
	Variable Costs	R	1	To be filled in the table below and excluded from the Grand Total
	Indirect Costs	R	1	
Sub-Total				R
VAT @15%				R
Total				R

**NB: Bidders must submit this pricing schedule and related Annexure on a Separate envelope.**

I/We, the undersigned, agree that this bidding price shall remain binding on me/us and open for acceptance for the period stipulated above.

Authorised Company Representative: .....

Capacity under which this quote is signed: .....

Signature: .....

Date: .....



## SECTION 8: BID EVALUATION CRITERIA

MICT SETA complies with the provisions of the Public Finance Management Act, Act No. 1 of 1999 as amended; Treasury Regulations of 2005; the Preferential Procurement Policy Framework Act, Act No. 5 of 2000; Preferential Procurement Regulations of 2022; and the MICT SETA Supply Chain Management (SCM) Policy.

**Bids received will be evaluated on the following set criteria:**

### 8.1. BIDDERS CONFERENCE

#### 8.1.1. Bidder must attend compulsory bidders conference

**Proof of compliance to bidder's conference**

Bidder must complete and sign the attendance register of the compulsory briefing session held on **Microsoft Teams**.

**Please note: Non-attendance of the compulsory bidders' conference will automatically eliminate any prospective bidder from further evaluation process.**

### 8.2. MANDATORY CRITERIA

#### 8.2.1. Mandatory Criteria 1:

The bidder must hold **valid** International Standards Organisation certification to provide and deliver Disaster Recovery Hosting Services.

**Proof of Compliance to Mandatory criteria 1:**

The bidder must submit the following **valid** certifications of ISO:

- ISO 27001: Information Security Management System
- ISO 9001: Quality Management System
- ISO 22301: Business Continuity Management System

#### 8.2.2. Mandatory Criteria 2:

The Data Centre to provide the hosting services have the Tier 3 or more and valid International Standards Organisation certifications.

**Proof of Compliance to Mandatory criteria 2:**

The bidder must submit the following certificates:

- Tier 3 or more
- ISO 9001: Quality Management System
- ISO 22301: Business Continuity Management System
- ISO 27001: Information Security Management System
- ISO 45001: Occupational Health and Safety Management System
- ISO 50001: Energy Management Systems

#### 8.2.3. Mandatory Criteria 3:



Bidder must be an OEM or accredited by OEM to provide Infrastructure as a Service (IaaS) to demonstrate their technical competence, reliability and ability to support the infrastructure being proposed to deliver according to the requirements of this bid.

**Proof of Compliance to Mandatory criteria 3:**

Bidders must provide valid product accreditation by OEM or proof of ownership if bidder is the OEM, below are the key OEM certifications required:

- Cloud Service Provider (CSP) Certifications
- Hardware OEM Accreditations
- Storage OEM Accreditations
- Virtualization Certifications

**8.2.4. Mandatory Criteria 4:**

The bidder must submit copies of valid qualifications / certification of all key personnel qualified and experienced in providing DaaS, IaaS and familiar with industry best practices required to deliver on the bid.

**Proof of Compliance to Mandatory criteria 4:**

The qualifications / certification must, at a minimum, include technical resources with the following certification:

- Technical lead - Certified Data Centre Professional – CDCP or Certified Information Systems Security Professional – CISSP)
- Project Manager -certified with PMP / Prince 2, or other equivalent Project Management certification).

**NB: Failure to comply with the requirements of set mandatory criteria will lead to bidder's proposal being eliminated from further evaluation process.**

**8.3. FUNCTIONAL EVALUATION CRITERIA**

Only bidders that have complied to the requirements of the set mandatory criteria will be considered for functionality evaluation. Bids submitted will be evaluated on technical functionality out of a maximum of **100 points**. A threshold of **80** out of the **100** points has been set.

Only bidders that have met or exceeded the qualification threshold on technical functionality of **80** points will qualify for further evaluation on Price and Specific Goals.

Note: All bidders achieving less than the set threshold of 80 points will be declared non-responsive.

Assessment of evaluation of the functional/ technical criteria will be based on the table below:

**Assessment of evaluation of the functional / technical criteria will be based on the table below:**



FUNCTIONAL CRITERIA			
NO	CATEGORY	FUNCTIONAL EVALUATION CRITERIA	MAXIMUM POINTS
1.	<b>SOLUTION PROPOSAL</b>	<p>The Bidder must submit a proposal for the required solution. The proposal must cover the minimum requirements for the proposed solution as detailed in the bid and summarised below:</p> <ul style="list-style-type: none"> <li>• Facility Specifications</li> <li>• Infrastructure Requirements</li> <li>• Data Backup and Recovery</li> <li>• Security and Compliance</li> <li>• Support and Maintenance</li> <li>• Testing and Validation</li> <li>• Service Level Agreement (SLA):</li> <li>• Training and Documentation</li> </ul> <p><b>Points submission of solution proposal for all minimum requirements to substantiate functionality of the system will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>• Bidder submitted a proposal that meets or exceeds all components of the minimum requirements of the bid = <b>30 points</b></li> <li>• Bidder submitted a proposal that does not meet all the minimum requirements of the bid = <b>0 points</b></li> <li>• Bidder did not submit a proposal for the bid = <b>0 points</b></li> </ul> <p><b>NB: Non-compliance with the minimum requirements will be declared non-responsive.</b></p>	<b>30</b>
2.	<b>EXPERIENCE AND REFERENCES</b>	<p><b>Contactable References:</b> Bidders must submit reference letters which indicate that they have provided DR Hosting Services in the past and they must include the number years the services have been provided to determine the experience. The reference letters must be from the bidder's clients within RSA on the provision of DR hosting services. Reference must be on company letterhead signed by a senior official of the bidder's client, i.e. CEO, CFO, CIO, IT Manager, or SCM Manager.</p> <p><b>The reference letters must include name of company, contact person, position, contact number, e-mail address, project description, and dates, i.e. start and end date of the project.</b></p> <p>Bidders need to provide evidence that they have provided DR Hosting services in the past. This experience will be obtained from the reference letter; hence it is important that the reference letter contains the start and end dates of the projects [10].</p> <p>Points on submission of reference letters, with experience in DR Hosting services or similar will be allocated as follows:</p>	<b>15</b>



		<ul style="list-style-type: none"> <li>• Five (05) or more signed reference letters from different clients, with five (05) years' experience or more = <b>15 points</b></li> <li>• Four (04) signed reference letters from different clients, with five (05) years' experience or more = <b>12 points</b></li> <li>• Three (03) e signed reference letters from different clients, with five (05) years' experience or more = <b>09 points</b></li> <li>• Two (02) signed reference letters from different clients, with five (05) years' experience or more = <b>06 points</b></li> <li>• One (01) signed reference letters from different clients, with five (05) years' experience or more = <b>03 points</b></li> </ul> <p><b>Non-compliance with the minimum requirements will be declared non-responsive. NB: The MICT SETA may conduct reference checks.</b></p>	
<b>3.</b>	<b>IMPLEMENTATION PLAN</b>	<p>Bidders are required to submit a detailed project implementation plan that will stipulate the activities that will be carried out to provide a fully functional DR Hosting Facility and Service as per the bid requirements. The plan must include the following:</p> <ul style="list-style-type: none"> <li>• Data Replication strategy or process</li> <li>• Recovery Procedures</li> <li>• Monitoring and Continuous Improvement</li> <li>• Risk Management Framework and Mitigation Strategy</li> </ul> <p><b>Points on submission of a detailed implementation plan will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>• Submission of a detailed project implementation plan that include all four (04) elements = <b>15 points</b></li> <li>• Submission of a project implementation plan that is not detailed or does not include all four (04) elements = <b>0 points</b></li> </ul>	<b>15</b>
<b>4.</b>	<b>PROJECT TEAM</b>	<p>CVs of key Project Team members to be attached, specifically for the Project Manager and Technical Lead: <b>[20]</b></p> <p><b>Project Manager:</b> Project Manager must have experience in managing DraaS, IaaS and familiar with industry best practices required to deliver on the bid. Profile or CV should clearly indicate the projects, and names of clients: <b>[10]</b>.</p> <p><b>Points on submission Profile or CV of the Project Manager will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>• CV or profile that indicates five (05) years and above experience in managing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>10 points</b></li> <li>• CV or profile that indicates two (02) to four (04) years of experience in managing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>05 points</b></li> </ul>	<b>20</b>



		<ul style="list-style-type: none"> <li>CV or profile that indicates less than two (02) years of experience in managing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>0 points</b></li> </ul> <p><b>Project Technical Lead:</b> Project Technical Lead must have experience in providing DraaS, IaaS and familiar with industry best practices required to deliver on the bid. Profile or CV should clearly indicate the projects, and names of clients: <b>[10]</b>.</p> <p><b>Points on submission Profile or CV of the Project Technical Lead will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>CV or profile that indicates five (05) years and above of experience in providing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>10 points</b></li> <li>CV or profile that indicates two (02) to four (04) years of experience in providing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>05 points</b></li> <li>CV or profile that indicates Less than two (02) years of experience in providing DraaS, IaaS and familiar with industry best practices required to deliver on the bid = <b>0 points</b></li> </ul>	
<b>5.</b>	<b>INSURANCE COVERAGE</b>	<p>Proof of relevant insurance coverage, including public liability, professional indemnity, and cyber insurance.</p> <p><b>Points on submission proof of insurance will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>Proof of insurance submitted = <b>05 points</b></li> <li>No proof of insurance submitted = <b>0 points</b></li> </ul>	<b>05</b>
<b>6.</b>	<b>DR PLAN</b>	<p>A detailed Disaster Recovery Plan (DRP) that includes data replication, backup strategies, failover procedures, and recovery time objectives (RTOs) and recovery point objectives (RPOs).</p> <p><b>Points on submission disaster recovery plan will be allocated as follows:</b></p> <ul style="list-style-type: none"> <li>DRP that includes data replication, backup strategies, failover procedures, and recovery time objectives (RTOs) and recovery point objectives (RPOs) = <b>15 points</b></li> <li>DRP that includes data replication, backup strategies, failover procedures, and recovery time objectives (RTOs) and recovery point objectives (RPOs) or no DRP = <b>0 points</b></li> </ul>	<b>15</b>
<b>TOTAL</b>			<b>100</b>
<b>MINIMUM THRESHOLD</b>			<b>80</b>

**Note: Bidders that do not meet the requirements of set functional criteria will be eliminated from further evaluation process.**



#### 8.4. PRICE AND SPECIFIC GOALS

Only bidder/s or bid proposals received that have met the requirements of set evaluation criteria will qualify for further evaluation on Price and Specific Goals according to the 80/20 preference point system in terms of the Preferential Procurement Regulations 2022, where 80 points will be for Price and 20 points will be for Specific Goals. Bids will be awarded to the bidder scoring the highest points.

Specific Goal to be evaluated out of **20 Points**:

Criteria	Points
Enterprise owned by historically disadvantaged persons.	10
Enterprise owned by historically disadvantaged women.	05
Enterprise owned by historically disadvantaged youth.	05
<b>Total</b>	<b>20</b>

**\*\* Enterprises that are not owned by historically disadvantaged persons will be allocated 0 points.**

**Bidder must submit the following documents:**

- Certified ID copies of the company's directors as per the CIPC documents. (Certified copies must not be older than six (06) months).
- CIPC Documents and/or share certificate (for companies with more than one (01) Director).

**Failure on the part of a service provider to submit proof or documentation required in terms of this Bid to claim points for specific goals, will be interpreted to mean that preference points for specific goals are not claimed**



**BIDDER'S DISCLOSURE****1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

1.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



- .....
- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

- 2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

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<sup>2</sup> 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.



I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder



## PREFERENCE PROCUREMENT CLAIM FORM

### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

#### **1 GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

#### **1.2 To be completed by the organ of state**

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) the **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and  
(b) Specific Goals.

#### **1.4 To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.



- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2 DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

<b>80/20</b>	<b>or</b>	<b>90/10</b>
$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$	or	$Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$

Where:

Ps = Points scored for price of tender under consideration  
 Pt = Price of tender under consideration  
 Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:



**80/20**

**or**

**90/10**

$$Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where:

Ps = Points scored for price of tender under consideration  
Pt = Price of tender under consideration  
Pmax = Price of highest acceptable tender

#### **4. POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

**Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises which are at least 51% owned by historically disadvantaged persons.	10	
Enterprises which are at least 51% owned by historically disadvantaged women.	05	
Enterprises which are at least 51% owned by historically disadvantaged youth.	05	



**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....