



# GAUTENG PROVINCE

ROADS AND TRANSPORT  
REPUBLIC OF SOUTH AFRICA

## TENDER NOTICE AND INVITATION TO TENDER

# TENDER NOTICES AND INVITATION TO TENDER

TENDER NUMBER	SERVICE	COMPULSORY TENDER BRIEFING	CLOSING DATE
DRT 123/03/2017	Supply VOIP Handsets, Switchboard Console, Installation and Configuration of Cat-6 Network Points	Venue: 41 Simmonds Street, 7th Floor North Tower Boardroom, Sage Life Building, Johannesburg Date: 01 September 2017 Time: 10:00 <b>Failure to attend the compulsory briefing session will render a bidder tender as disqualified</b>	26th September 2017 at 11:00 41 Simmonds Street, Sage Building Johannesburg

We adhere to all relevant Acts including the Black Economic Empowerment Act No. 53 of 2003, Preferential Procurement Policy Framework Act No.5 of 2000, and Employment Act No. 55 of 1998.

In terms of Preferential Procurement Regulation of 2017, the department will be applying the 80/20 preference point system. Broad-Based Black Economic Empowerment (B-BBEE) requires that bidders submit 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 obtain and submit a consolidated B-BBEE Status Level Verification Certificate.

**BIDDERS WHO FAIL TO MEET THE PRE QUALIFICATION CRITERIA AS OUTLINED BELOW, WILL AUTOMATICALLY BE DISQUALIFIED FROM THE TENDER EVALUATION PROCESS:**

### PRE-QUALIFICATION CRITERIA

**NB: The Department reserves the right to award tenders on the basis of a principle that work shall be fairly or equitably distributed amongst contractors/entities.**

1. A tenderer (including a JV entity) must have a level 1 or level 2 B-BBEE rating.
2. Tenderers (including a JV entity) must sub-contract a minimum of 30% of the contract to an EME or QSE, as stipulated and limited to section, 4(1)(c)(i)to(vii) in the PPPFA Regulations 2017. Proof of EME or QSE classification as per the requirements of the aforementioned PPPFA regulation must be attached

### COMPULSORY / MANDATORY TENDER REQUIREMENTS

- Complete and signed SBD documents, i.e. SBD 4, SBD 6, SBD 8, and SBD 9 which form part of the tender documents must be submitted.
- Attendance at the compulsory tender briefing as indicated above.
- ICASA Certification for proposed handsets and switch board model
- Cabling Certification e.g. 3M or Molex

**NB: Tenderers who are listed in the National Treasury's register of defaulters and restricted suppliers will automatically be disqualified**

### OTHER KEY RETURNABLES

- Valid **Tax Clearance** (A trust, consortium or joint venture must submit a consolidated Tax Clearance OR Tax Clearance of each partner in the trust, consortium or joint venture).
- **Registration Documents** of the business with the Companies and intellectual Property Commission (CIPC) OR Master of the High Court in South Africa.
- Valid **B-BBEE Verification Certificates OR Sworn Affidavit (QSE and or EME)**. The submission of a fraudulent B-BBEE certificate will result in the bidder being disqualified and criminal proceedings being instituted against the bidder. The bidder, the shareholders and / or directors will further be restricted from doing business with any organ of the state for a maximum period of 10 years.
- Certified **ID Copies** of ALL the shareholders, members OR trustees of the business. NB: the date of the certification must be less than 3 months from the date of the bid closure).
- **Detailed Joint Venture Agreement (in case of a Joint Venture) and/or subcontracting agreement specifying scope of work for each party.**

FUNCTIONALITY CRITERIA	
<b>Company relevant experience of tenderer. (Max 70 points)</b>  NB: (Failure to submit required competition Certificates or portfolio of evidence (Picture and Letter ) signed by the client will result in the bidder getting zero points)	<b>Banking Rating (Max 30 Points)</b>  NB: (Failure to submit proof of bank rating from the relevant bank will result in the bidder getting zero points)
- 16 or more projects completed (70 points) - 11 to less than 15 projects completed (50 points) - 6 to less than 10 projects completed (30 points) - 0 to 5 project completed (0 points)	Rating A: (30 points) Rating B: (20 points) Rating C: (10 points) Rating D to H: (5 points)
NB: The minimum threshold to qualify is 60 points. Bidders who fail to meet the minimum threshold will not be considered for further evaluation	
TECHNICAL CRITERIA	
Live Compatibility Testing of Proposed Handset and Switchboard Console (Max 100 points)  NB: (Failure to demonstrate proposed hardware will result in the bidder getting zero points)	Compatibility with CUCM Version 11 x (Max 10 points) Feature list (Standard IP Phone) (Max 20/39 Feature)(20points) Feature list (Executive IP Phone) Max 25/39 Feature)(25 points) Standard IP Phone (Max 10 Points) Executive Level IP Phones (Max 10 points) Switchboard Console (Max 25 points)
NB: The minimum threshold to qualify is 80 points. Bidders who fail to meet the minimum threshold will not be considered for further evaluation.	
NB: The Department reserves the right to conduct site visits for verification.	

### IMPORTANT REQUIREMENTS TO TAKE NOTE OF

- The Department reserves the right to conduct site visits and interview officials whose qualifications have been submitted for verification.
- Only suppliers who are registered on the National Centralised Supplier Database (CSD) will be considered for appointment. Proof of registration on (CSD) must be supplied.
- Recommended tenderers will be subjected to supplier security processes. Only suppliers who obtain security clearance will be considered for appointment.
- Potential suppliers must note that in terms of department policy, the Department reserves the right to cancel a contract and blacklist any supplier for a period of at least 12 months if the supplier fails to adequately perform in terms of the awarded contract.
- The tender validity period is 90 days. However the Department reserves the right to request all tenders to extend such validity period should the need arise.
- Prospective tenderers should be represented at the compulsory tender briefing meeting by suitably qualified and experienced individuals who can fully comprehend the scope and complexities of the work involved.
- The Department will not compensate the tenderer for any cost incurred in the preparation and submission of the tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

### OBTAINING TENDER DOCUMENTS

A non-refundable amount of R 500 (Five Hundred Rand) will be levied per tender document. This amount is payable in cash or debit card between 09:00 and 15:00 at the Finance Section of the **Gauteng Department of Roads and Transport, located on the 8th Floor - North Tower, Sage Life Building, 41 Simmonds Street, Johannesburg.** Tender documents will be available for collection by prospective tenderers upon presentation of the appropriate proof of payment to the Department. **These documents can be collected on the 7th Floor - North Tower, Sage Life Building, 41 Simmonds Street, Johannesburg between 09:h00 and 15:00.** Tender documents will be available from the 25th August 2017. For the availability of the tender document and technical specification enquiries contact Supply Chain Management (SCM) on the following numbers @ 011-355 7335 or 011-8709862/3 or [drt.scmbidadmin@gauteng.gov.za](mailto:drt.scmbidadmin@gauteng.gov.za)

### OR Alternatively

Prospective tenderers can download and print their own version of the tender document by accessing the eTender Publication Portal website ([www.etenders.gov.za](http://www.etenders.gov.za)). Tenderers are advised to ensure that all tender documents are properly bound upon submission on the closing date and time.

### SUBMISSION OF TENDERS

**Clearly indexed Tender Documents together with all applicable attachments must be deposited in the tender box at the foyer of the Gauteng Department of Roads and Transport, Sage Life Building, ground floor, 41 Simmonds Street, Johannesburg, by no later than 11:00 on the closing date indicated above.**

Late tenders (tenders submitted after the closing date and time) will NOT be accepted.

Not submitting all the required pages of the tender document may result in the tenderer either being disqualified or forfeiting the available tender evaluation points, depending on the nature of the submission.

Electronic submission of tenders will **NOT** be accepted.

Telegraphic, telephone, telex, facsimile, email or similar apparatus of tenders will **NOT** be accepted.

The Department's requirements, preferred criteria, proposed terms and conditions to be applied in the sealing, addressing, delivery, opening and assessment of tenders are stated in the tender documents.

The Department reserves the right to cancel **OR** not to award this tender to any party.

