



T33/10/17

**REQUEST FOR PROPOSAL FOR
MAINTENANCE AND SUPPORT OF
VIDEO CONFERENCING (VC) SYSTEM**

**BID CLOSING DATE: WEDNESDAY, 18
OCTOBER 2017 AT 12:00 NOON**

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SECTION 1: GENERAL CONDITIONS OF BID

1. Proprietary Information

Industrial Development Corporation of SA Ltd (IDC) considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to IDC. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of IDC.

2. Enquiries

- 2.1 All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name:	<u>Ms Mmanthudi Mosupyoe</u>
Telephone Number:	<u>+27 11 269 3709</u>
Email address:	<u>mmanthudim@idc.co.za</u>

- 2.2 Enquiries in relation to this RFP will not be entertained after **16h00 on 10 October 2017**.
- 2.3 The enquiries will be consolidated and IDC will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website (www.idc.co.za) under tenders i.e. next to the same RFP document.
- 2.4 The IDC may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the IDC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

3. Bid Validity Period

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

4. Instructions on submission of Bids

- 4.1 Bids should be submitted in duplicate (2 hard copies) and one electronic copy (on CD) in PDF format all bound in a sealed envelope endorsed, **T33/10/17: Request for proposal for maintenance of Video Conferencing (VC) system** The sealed envelope must be placed in the bid box at the Main Reception area of the IDC Building, 19 Fredman Drive Sandton by no later than 12:00 noon on **Wednesday, 18 October 2017**.
- 4.2 Bids must be submitted in the prescribed response format, herein reflected as **Response Format**.
- 4.3 The bid closing date, bidder name and the return address must also be endorsed on the envelope.
- 4.4 If a courier service company is being used for delivery of the bid response, the bid description must be endorsed on the delivery note/courier packaging and the courier must ensure that documents are placed / deposited into the bid box. **The IDC will not**

be held responsible for any delays where bid documents are handed to the IDC Receptionist.

- 4.5 No bid response received by telegram, telex, email, facsimile or similar medium will be considered.
- 4.6 Where a bid response is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is the IDC's policy not to consider late bids for tender evaluation.**
- 4.7 Amended bids may be sent in an envelope marked "Amendment to bid" and should be placed in the bid box before the closing time.

5. Preparation of Bid Response

- 5.1 All the documentation submitted in response to this RFP must be in English.
- 5.2 The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.
- 5.3 Bids submitted by bidders which are, or are comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.
- 5.4 The bidder should check the numbers of the pages of its bid to satisfy itself that none are missing or duplicated. No liability will be accepted by IDC in regard to anything arising from the fact that pages of a bid are missing or duplicated.
- 5.5 A valid tax clearance certificate must be included in the bid response, or proof of application endorsed by SARS in this regard.

6. Supplier Performance Management

Supplier Performance Management is viewed by the IDC as a critical component in ensuring value for money acquisition and good supplier relations between the IDC and all its suppliers.

The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the IDC, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier performance and ensure effective delivery of service, quality and value-add to IDC's business.

Successful bidders will be required to comply with the above condition, and also provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

7. Supplier Development

The IDC promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the IDC and the successful bidder.

8. IDC's Rights

- 8.1 The IDC is entitled to amend any bid conditions, bid validity period, RFP specifications, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the IDC have record of such bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the IDC's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.
- 8.2 The IDC reserves the right not to accept the lowest priced bid or any bid in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is functionally acceptable and/or financially advantageous to the IDC.
- 8.3 The IDC reserves the right to award this bid as a whole or in part.
- 8.4 The IDC reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.
- 8.5 The IDC reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the **National Treasury Instruction 01 of 2013/2014: Cost Containment Measures**, where relevant.
- 8.6 The IDC reserves the right to request all relevant information, agreements and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the IDC to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.
- 8.7 The IDC reserves the right, at its sole discretion, to appoint any number of vendors to be part of this panel of service providers.

9. Undertakings by the Bidder

- 9.1 By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the IDC on the terms and conditions and in accordance with the specifications stipulated in this RFP document.
- 9.2 The bidder shall prepare for a possible presentation should IDC require such and the bidder will be required to make such presentation within five (5) days from the date the bidder is notified of the presentation. Such presentation may include a practical demonstration of products or services as called for in this RFP.
- 9.3 The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the IDC during the bid validity period indicated in the RFP and calculated from the bid closing hour and date such offer and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.
- 9.4 The bidder furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services

contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.

9.5 The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with IDC, as the principal(s) liable for the due fulfilment of such contract.

9.6 The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become IDC property unless otherwise stated by the bidder/s at the time of submission.

10. Reasons for disqualification

10.1 The IDC reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder will be notified in writing of such disqualification:

10.1.1 bidders who do not submit an original valid Tax Clearance Certificate and / or proof of application of such as endorsed by SARS on the closing date and time of the bid submission and / or failure to provide the IDC with its SARS issued Tax Verification PIN code giving access to the IDC to electronically verify tax compliance;

10.1.2 bidders who submit incomplete information and documentation according to the requirements of this RFP document;

10.1.3 bidders who submit information that is fraudulent, factually untrue or inaccurate information;

10.1.4 bidders who receive information not available to other potential bidders through fraudulent means;

10.1.5 bidders who do not comply with **mandatory requirements** if stipulated in the RFP document;

10.1.6 bidders who fail to comply with FICA requirements;

11. Local Production and Content

The IDC promotes Local Production and Content. In the case of designated sectors, only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered. IDC reserves the right at its sole discretion to set minimum thresholds for sectors which may not have been declared as designated sectors by the dti in an effort to stimulate local production and content where relevant.

12. Response Format (Returnable Schedules)

Bidders shall submit their bid responses in accordance with the response format specified below (each schedule must be clearly marked):

12.1 Cover Page: (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

12.2 Schedule 1:

- 12.2.1 Executive Summary (explaining how you understand the requirements of this RFP and the summary of your proposed solution)
- 12.2.2 Annexure 1 of this RFP document (duly completed and signed)
- 12.3 Schedule 2**
- 12.3.1 Valid Tax Clearance Certificate(s) (TCC) and / or proof of application as endorsed by SARS and / or SARS issued tax verification pin code;
- 12.3.2 Originally certified copies of bidder's CIPC company registration documents listing all members with percentages, in case of a CC.
- 12.3.3 Copy of Board Resolution, duly certified;
- 12.3.4 Originally certified copy of ID document for the Company Representative
- 12.3.5 Annexure 2 of this RFP document (duly completed and signed);
- 12.3.6 Annexure 3 of this RFP document (duly completed and signed);
- 12.3.7 Annexure 4 of this RFP document (duly completed and signed);
- 12.3.8 Annexure 5 of this RFP document (duly completed and signed);
- 12.3.9 Annexure 6 of this RFP document (duly completed and signed);
- 12.3.10 Latest Audited Financial Statement
- 12.3.11 Response to Annexure 8: BEE Commitment Plan
- 12.3.12 B-BBEE verification certificate indicating the contribution level of the bidding entity. An Exempted Micro Enterprises (EME) with an annual turnover less than R10 million, is only required to obtain a sworn affidavit confirming the annual total revenue and level of black ownership. A Qualifying Small Enterprise (QSE) that has 51% or more black beneficiaries may obtain a sworn affidavit confirming the annual total revenue and level of black ownership. If a bidder is a Joint Venture or Consortium, the bidder must submit a consolidated B-BBEE scorecard as if they were a group structure. Any misrepresentation in terms of the declaration constitutes a criminal offence as set out in the B-BBEE Act as amended.
- Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above (12.3.1-12.3.8) must be submitted for each Consortium/ JV member or Prime Contractor and Subcontractor(s).**
- 12.3.13 Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable)
- 12.4 Schedule 3:**
- 12.4.1 Response to Section 3 of this document, in line with the format indicated in this RFP document.
- 12.4.2 Annexure 7 of this RFP document, duly completed and signed
- 12.5 Schedule 4: Price Proposal (response to Section 3 of this RFP document) (Must be submitted in a separate envelope within the sealed envelope of the bid)**
- 12.6 One (1) CD with all Schedules listed above, also included in the sealed envelope of the bid**

13. Evaluation Criteria and Weightings

Bids shall be evaluated in terms of the following process:

13.1 Phase 1: Initial Screening Process: During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP requirements including the general bid conditions and also the Specific Conditions of Bid, which requirements include the following:

- Submission of a valid Tax Clearance Certificate as referenced in 12.3.1 above
- Submission of Company Registration Forms as referenced 12.3.2 above
- Submission of ID copy for the Company Representative as referenced in 12.3.4 above
- BEE Status Certification as referenced in 12.3.12 above and the consideration of the Specific Bid Conditions as referenced in Section 2
- Completion of all Standard Bidding Documents and other requirements, as reflected in this RFP, which covers the following:
 - Section 3: Statement of compliance with the Functional Evaluation Criteria for this RFP
 - Section 4: Cost Proposal and Price Declaration Form
 - Annexure 1: Acceptance of Bid Conditions
 - Annexure 2: Tax Compliance Requirements
 - Annexure 3: Supply Chain Management Questionnaire
 - Annexure 4: Declaration of Interest
 - Annexure 5: Certificate of Independent Bid Determination
 - Annexure 6: Shareholders' Information/ Group Structure
 - Annexure 7: Bidders Experience & Project Team
 - Annexure 8: BEE Commitment Plan

Failure to comply with the requirements assessed in Phase 1 (compliance), may lead to disqualification of bids.

13.2 Phase 2: Technical/ Functionality Evaluation

Bid responses will be evaluated in accordance with the Functional criteria as follows:

13.2.1 Mandatory Functional/ Technical Requirements

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified, and will not be considered for further evaluation on the Other Functional Requirements. The Mandatory Functional Requirements are stated in section 2 of this RFP document.

Failure to comply with the Mandatory Functional Requirements assessed in phase 2 may lead to disqualification of bids.

13.2.2 Other Functional/ Technical Requirements

With regard to the other Functional Requirements, the following criteria (set out in more detail in section 2 of this RFP document) and the associated weightings will be applicable:

ELEMENT	WEIGHT
BIDDER'S EXPERIENCE	30%
BIDDER'S PROPOSAL (REACTIVE SUPPORT)	15%
FOOT PRINT	15%
PROJECT PLAN FOR ONCE OFF PROJECT	10%
QUALIFICATIONS AND SKILLS OF KEY PERSONNEL	30%
TOTAL	100%

Note: Bidder must score 70% on functional/technical requirements to be considered for further evaluation which would include Price and BEE.

13.3 Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Functionality (acceptable bids) will be evaluated further in terms of the preference point system, as follows:

CRITERIA	POINTS
Price	80
B-BBEE	20
TOTAL	100 points

14. Promotion of Emerging Black owned Service Providers

It is the IDC's objective to promote transformation across all industries and/ or sectors of the South African economy and as such, bidders are encouraged to partner with a black owned entity (being 50%+1 black owned and controlled). Such partnership may include the formation of a Joint Venture and/ or subcontracting agreement etc., where a portion of the work under this tender would be undertaken by black owned entities. To give effect to this requirement, bidders are required to submit a partnership / subcontracting proposal detailing the portion of work to be outsourced, level of involvement of the black owned partner and where relevant, submit a consolidated B-BBEE scorecard in-line with the provisions of the PPPFA Regulations which will be considered as part of the B-BBEE scoring listed in 13.3.

SECTION 2: SPECIFIC CONDITIONS OF BID

1. Bid Pre-qualification criteria

- 1.1 In terms of Regulation 4 of the 2017 PPPFA Regulations, the IDC requires that bidders meet the following pre-qualification criteria:
 - (a) Bidders must have a minimum B-BBEE contributor status level of 4 or better.
- 1.2 The IDC will only consider a bid if the relevant bidder meets these pre-qualification criteria. Where a bidder fails to meet these pre-qualification criteria, the bid will be considered an unacceptable bid and will be disqualified from further evaluation.

SECTION 3: FUNCTIONAL REQUIREMENTS SPECIFICATION

SECTION 3: FUNCTIONAL REQUIREMENTS SPECIFICATION

1. Special instructions to bidders

- 1.1 Should a bidder have reason to believe that the Functional Requirements are not open / fair and/or are written for a particular service provider; the bidder must notify IDC Procurement within five (5) days after publication of the RFP.
- 1.2 Bidders shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state either "Comply/Not Comply" regarding compliance with the requirements. Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.
- 1.3 Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

2. Background Information

- 2.1 The IDC at its Head Office in Sandton and all Regional Offices nationwide has implemented CISCO Video Conferencing equipment. These equipment require maintenance on a regular basis.
- 2.2 The table below shows the existing Cisco equipment for IDC Head office (19 Fredman Drive, Sandown) and regional offices:

No:	Item	Serial Numbers	Location
1	Cisco SX20	FTT17270123	IDC Brits (Suite 108, Safari Centre, 28 Van Velden Street, Brits)
2	Cisco SX20	FTT184101UN	Durban (Suite 2101, 21st Floor, The Embassy Building,)
3	Cisco SX20	FTT1727025P	Bloemfontein (Mazars Building, 46, 1st Avenue, Westdene, Bloemfontein)
4	Cisco SX20	FTT17270125	Kimberly (Sanlam Business Complex, 13 Bishops Avenue)
5	Cisco SX20	FTT1727025T	Mahikeng (1B Mikro Plaza, cnr First Street/Bessemer Street,
6	Cisco SX20	FTT184101UY	East London (8 Winkley Street, Berea, East

No:	Item	Serial Numbers	Location
7	Cisco SX20	FTT180301PA	Nelspruit (The Maxsa Building, Suite 702, 7th Floor)
8	Cisco SX20	FTT18030106	Pietermaritzburg (1st Floor ABSA Building, 15 Chatterton Road, Pietermaritzburg)
9	Cisco SX20	FTT180301P4	Rustenburg (1st Floor, Sunetco Building, 32B Heystek Street,
10	Cisco SX20	FTT1803003D	B307 (19 Fredman Drive Sandton)
11	Cisco SX20	FTT184202KU	E101 (19 Fredman Drive Sandton)
12	Cisco SX20	FTT18020222	B304 (19 Fredman Drive Sandton)
13	Cisco SX20	FTT1727021Z	Upington (De Drift Plaza, Block 6, Olyvenhoutsdrift Settlement)
14	Cisco SX20	FTT1803003B	Polokwane (Suite 18, Biccard Office Park, 43 Biccard Street)
15	Cisco SX20	FTT1727025G	Port Eizabeth (70 2nd Avenue, Newton Park, Port Elizabeth)
16	Cisco SX20	FTT184101H5	Umtata (ECDC House, 7 Sisson Street in Mthatha)
17	Tandberg C20	F1AN03E00241	Cape Town (2817, 28th Floor ABSA Centre, 2 Riebeeck Street, Cape Town)

3. Scope of Work

The IDC will like to appoint a service provider that will provide extended warranty of the existing equipment, reactive support and complete a once off project to upgrade the VC system. The required services are as follows:

3.1 The Extended Warranty must include the following:

- Cisco Technical Assistance Centre (TAC)
- Advance Hardware Replacement
- Software Updates and Upgrades
- Online Technical Resources
- Remote Monitoring Diagnostic and Alerts

3.2 The reactive Support (on ad-hoc basis) **must** include but not limited to the following:

- Bidder will be required to repair equipment as and when required
- Provide technical helpdesk for second level support.
- Ability to respond and attend to emergency calls on ad hoc basis. The mean-time-to-respond must be 4 hours (the bidder must acknowledge and send out a call-out technician within 4 hours of call by IDC).

Note: Bidder must keep clear records and produce statistics of calls logged and technicians' activities;

The bidder will be required to respond to other ad-hoc calls as follows:

- Resolve a severity 1 problem within 4 hours of call by the IDC. A severity 1 problem is defined as a problem where the failure is impacting the normal business activities of the Customer e.g. faults on one of the equipment.
- Resolve a severity 2 problem within 24 hours of call by the IDC. A severity 2 problem is defined as a problem where the system is malfunctioning.

3.3 Once-Off project

The appointed bidder will be required to complete once-off project as per below within 2 months from appointment date:

- Supply, installation and delivery of Cisco Equipment and other accessories for the Executive Boardroom in Sandton office as per Table C of Section 4.

Notes: The Executive Boardroom has a Cisco SX20 installed with two monitors, a projector screen and a projector. There will be a need to remove all the currently installed equipment. The SX20 and a 65" monitor from the executive board room must be installed in room B307.

- Supply, installation and delivery of equipment to upgrade room B307 as per Table C Section 4.

Notes: B307 will require a few changes to enable the installation of the SX20 and monitor removed from the Executive Boardroom. The projector screen will need to be moved one meter to the right and the projector which is ceiling mounted will need to be moved to refocus projection on the screen.

- Supply, installation and delivery of equipment to upgrade Room A108 at eMalahleni as per table C section 4 Room A108

Notes: eMalahleni is a new installation.

- Removal of the existing Tandberg and the monitor in A108 before the new SX20 is installed.

4. Project Timelines

The appointed service providers will be required to start immediately after signing the contract and provide the services for a period of three (3) years, subject to annual review of service provider's performance. The IDC reserves the right to extend the services under any subsequent contract but not beyond 5 years. The timelines referenced here relates to maintenance services and does not refer to the once-off project timelines.

5. Technical Evaluation Criteria

5.1 Mandatory Technical Requirements

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response in the space provided below. If more space is required to justify compliance, please ensure that the substantiation is clearly cross-referenced to the relevant requirement.

5.1.1 CISCO Certificate	Comply	Not Comply
<p>The company or one of the technicians to be assigned to the IDC must be CISCO certified.</p> <p>Bidder must attach certificate from CISCO as proof that the company/ the technician is certified</p>		
Substantiate / Comments		

5.2 Other Technical Requirements

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response in the space provided below. If more space is required to justify compliance, please ensure that the substantiation is clearly cross-referenced to the relevant requirement.

5.2.1 BIDDER'S EXPERIENCE	Comply	Partially Comply	Not Comply
<p>The bidder must have experience in providing maintenance and support on Cisco Video Conferencing (VC) equipment.</p> <p>The bidder must provide two (2) references of Cisco VC equipment maintenance done in the past three years. Please refer to Annexure 7 of this document for the format in which the required information must be provided.</p>			
Substantiate / Comments			

5.2.3 BIDDER'S PROPOSAL (REACTIVE SUPPORT)	Comply	Partially Comply	Not Comply
<p>The bidder will be required to provide reactive support as and when required.</p> <p>The bidder must provide a proposal detailing how they are going to provide the reactive support with a resolution time as per below:</p> <ul style="list-style-type: none"> • Resolve a severity 1 problem within 4 hours of call by the IDC. • Resolve a severity 2 problem within 24 hours of call by the IDC. 			
Substantiate / Comments			

5.2.4 FOOT PRINT	Comply	Partially Comply	Not Comply
<p>The bidder must be capable to work in all the IDC Regional Offices. The bidder must provide details of their offices and in instances where the bidder will be outsourcing the services the bidder must provide details of their partners as well.</p>			
Substantiate / Comments			

5.2.5 PROJECT PLAN FOR ONCE OFF PROJECT	Comply	Partially Comply	Not Comply
<p>The bidder must provide its implementation plan on the once-off upgrade project which should be completed within a period of two months. The plan must be detailed and must include, but not be limited to, the following:</p> <ul style="list-style-type: none"> • Activities and tasks • Timeframes • Deliverables 			
Substantiate / Comments			

5.2.6 QUALIFICATIONS AND SKILLS OF KEY PERSONNEL	Comply	Partially Comply	Not Comply
<p>The bidder's proposed technicians must have qualifications, skills and experience in the maintenance of video conferencing.</p> <p>The bidders must submit, as part of its proposal, the following:</p> <ul style="list-style-type: none"> ○ CVs of the technicians to be assigned to the IDC; and the CVs must clearly highlight qualifications, areas of experience/ competence relevant to video conferencing maintenance. • One or more of the technician must be Cisco Certified. Please refer to Table (b) Annexure 7 of this document for the format in which the required information must be provided. 			
<p>Substantiate / Comments</p>			

SECTION 4: PRICE PROPOSAL

SECTION 4: Cost Proposal

1 **NOTE: All prices must be VAT exclusive and must be quoted in South African Rand (ZAR).**

2 Are the rates quoted firm for the full period of the contract?

YES	NO
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Important: If not firm for the full period, provide details of the basis on which price adjustments shall be applied e.g. CPI etc.

3 All additional costs associated the bidder's offer must be clearly specified and included in the Total Bid Price.

4

Is the proposed bid price linked to the exchange rate?	Yes	No
<i>If yes, the bidder must indicate CLEARLY which portion of the bid price is linked to the exchange rate:</i>		

6

Payments will be linked to specified deliverables after such deliverables have been approved by the IDC. Payments will be made within 30 days from date of invoice.	Comply	Not Comply

7

The IDC reserves the right to consider the guidelines on consultancy rates as set out in the National Treasury Instruction 01 of 2013/2014: Cost Containment Measures which took effect from 01 January 2014, where relevant.	Comply	Not Comply
The bidder must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.		
Substantiate / Comments		

8 COSTING MODEL

8.1 Table A: Extended Warranty for the existing equipment for a period of three years

No:	Item	Serial Numbers	Location	36-month Extended Warranty Fee (VAT Excl.)
1	Cisco SX20	FTT17270123	IDC Brits	
2	Cisco SX20	FTT184101UN	Durban	
3	Cisco SX20	FTT1727025P	Bloemfontein	
4	Cisco SX20	FTT17270125	Kimberly	
5	Cisco SX20	FTT1727025T	Mahikeng	
6	Cisco SX20	FTT184101UY	East London	
7	Cisco SX20	FTT180301PA	Nelspruit	
8	Cisco SX20	FTT18030106	Pietermarizburg	
9	Cisco SX20	FTT180301P4	Rustenburg	
10	Cisco SX20	FTT1803003D	B307 (Sandton)	
11	Cisco SX20	FTT184202KU	E101 (Sandton)	
12	Cisco SX20	FTT18020222	B304 (Sandton)	
13	Cisco SX20	FTT1727021Z	Upington	
14	Cisco SX20	FTT1803003B	Polokwane	
15	Cisco SX20	FTT1727025G	Port Elizabeth	
16	Cisco SX20	FTT184101H5	Umtata	
17	Tandberg C20	F1AN03E00241	Cape Town	
Sub Total Table B VAT Excl.)				

8.2 Table B Reactive Support

For comparison purpose bidders must provide cost for 120 hours for reactive support for a period of three (3) years

Activity/ Deliverable	Resource(s)	Rate/Hour per	Number of hours	Cost (VAT Excl.)
Reactive support Working Hours (08:00 – 17:00)			80	
Reactive support After-hours, Weekends and Public Holidays			40	
Sub Total Table B VAT Excl.)				

8.3 Table C Once off Upgrade Cost

As indicated above, the bidder is required to undertake a once-off project upgrade which will include the supply, installation and commission of the following equipment and systems as follows within a period of 2 months or shorter:

Product code	Description	Quantity	Unit Price (VAT Excl.)	Total Price (VAT Excl.)
EXECUTIVE BOARDROOM (LOCATED AT IDC SANDTON HEAD OFFICE)				
	70" SMART UHD FLAT - ULTRA SLIM LED; 3840X2160; 4K UPSCALING; DVB-T2; HDMI X 4; USB X 3; SMR 800	2		
	85" 16HR UHD SLIM D-LED DISPLAY; HDMI; D-SUB VGA; DVI-D; DISPLAY PORT 1.2; DISPLAY 1.1	1		
	WALL MOUNT BRACKET FOR MONITORS	3		
	1:2 HDMI DISTRIBUTION AMPLIFIER	1		
	9M FLEXIBLE HIGH SPEED HDMI ETHERNET CABLE	9		
	1.8M MLD MICRO VGA TO VGA +M/P SA	3		
	HDMI BD RS-232 & IR OVER HDBASE TP TRANS	3		
	HDMI BD RS-232 & IR OVER HDBASE TP RECEIVER	3		
CTS-SX80-IP60-K9	CISCO SX80 CODEC, PRECISION 60 CAM, TOUCH 10 – 3 YEARS	1		
CON-PSRN-CTSSX860	PRTNR TP VID 8X5XNBD CISCO SX80 CODEC, PREC 60 CAM T10 TMIC60 - 3 YEARS	1		
CAB-HDMI-MULT-9M	CISCO MULTI-CONNECTOR PRESENTATION CABLE FOR 1080P	1		
CTS-CAM-P60	CISCO TELE PRESENCE PRECISION 60 CAMERA	1		
CON-PSRN-CTSCAM60	PRTNR TP VID 8X5XNBD CISCO TELE PRESENCE PRECISION 60 CAMERA - 3 YEARS	1		
CTS-CAM60-BRKT	BRACKET FOR MOUNTING OF PRECISION 60 CAMERA	1		
ROOM B307 (LOCATED AT IDC SANDTON HEAD OFFICE)				
	STEREO AUDIO AMPLIFIER & SWITCHER 40W	1		
	ACTIVE WALL PLATE 4K UHD HDMI & COMP GRAPHI	1		
	HDMI BD RS-232 & IR OVER HDBASE TP RECEIVER	1		
	HDMI OVER TWISTED PAIR	1		

Product code	Description	Quantity	Unit Price (VAT Excl.)	Total Price (VAT Excl.)
	TRANSMITTER			
	HDMI OVER TWISTED PAIR RECEIVER	1		
	4.6M HDMI TO HDMI ETHERNET CABLE M-M VER1.4	1		
	4.6M DVI-D DUAL LINK (M-M) CABLE	1		
	15.2M HDMI TO HDMI ETHERNET CABLE M-M VER1.4	1		
	0.9M HDMI TO HDMI ETHERNET CABLE M-M VER1.4	2		
	1.8M FLEXIBLE HIGH SPEED HDMI ETHERNET CAB	1		
	1.8M MLD MICRO VGA TO VGA +M/P SA	1		
	22.9M FOUR-PAIR CAT6A U/FTP 4X2X23AWG CABLE	20		
	ES SPEAKER CABLE 1.5MM TWISTED 1M	20		
	70" SMART UHD FLAT - ULTRA SLIM LED; 3840X2160; 4K UPSCALING; DVB-T2; HDMI X 4; USB X 3; SMR 800	1		
	CEILING MOUNT BRACKET	1		
EMALAHLENI SX20 & ROOM A108 (LOCATED AT OFFICE UNIT 304, SECTION 95, SMOKEY MOUNTAIN OFFICE PARK, ROUTE N4 BUSINESS PARK, BEN FLEUR X11, EMALAHLENI)				
	55" SMART UHD FLAT - ULTRA SLIM LED; 3840X2160; 4K UPSCALING; DVB-T2; HDMI X 4; USB X 3; SMR 800	1		
	WALL MOUNT BRACKET FOR THE MONITOR	2		
	15.2M HDMI TO HDMI ETHERNET CABLE M-M VER1.4	2		
CTS-SX20N-12X-K9	SX20 W/ 12X CAM, 1 MIC, REMOTE AND CE9 - LEAD TIME EXTENDED – 3 YEARS	2		
CON-SNT-CTSX2NK9	SNTC-8X5XNBD SX20 QUICK SET W 12X CAM, 1 MIC, REMOTE - 3 YEARS	2		
CTS-MIC-TABL20	CISCO TELEPRESENCE TABLE MICROPHONE 20	2		
CON-SNT-CTSMICT2	SNTC-8X5XNBD CISCO TELEPRESENCE TABLE MICROPHONE 20 – 3 YEARS	2		
CAB-MIC20-EXT	EXTENSION CABLE FOR THE TABL MIC20 MICROPHONE	2		

Product code	Description	Quantity	Unit Price (VAT Excl.)	Total Price (VAT Excl.)
CTS-CTRL-DVX-10	TOUCH 10 CONTROL DEVICE - SELECTABLE OPTION	2		
CON-SNT-CTLDV10	SNTC-8X5XNBD TOUCH 10 CONTROL DEV - 3 YEARS	2		
CTS-POE-INJ	TOUCH10 POE POWER INJECTOR	2		
BRKT-12X-MONITR	BRACKET MOUNTING FOR 12X PHD CAMERA TO SCREEN	2		
CAB-DVI-HDMI-8M	DVI-HDMI CABLE 8M WITH 3.5MM MINI- JACK AUDIO	2		
Sub Total Table B VAT Excl.)				

Note: Bidder must specify the proposed brand for monitors

8.4 Table D Total bid price

Total bid price (VAT excl.) Subtotal Table (A+B+ C)	
--	--

Price Declaration Form

Dear Sir,

Having read through and examined the Request for Proposal (RFP) Document, RFP no. **T33/10/17**, the General Conditions, and all other Annexures to the RFP Document, we offer to provide Maintenance and Support of Video Conferencing System for the IDC at the cost provided in Section 4 of this RFP document.

R..... (Excluding VAT)

In words

R..... (Excluding VAT)

We confirm that this price covers all activities associated with the service, as called for in the RFP document. We confirm that IDC will incur no additional costs whatsoever, other than in respect of VAT, over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of the required service when required to do so by the IDC.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

SIGNED

DATE

(Print name of signatory)

Designation

FOR AND ON BEHALF OF:

COMPANY NAME

Tel No

Fax No

Cell No

SECTION 5: ANNEXURES

Annexure 1: Acceptance of Bid Conditions and Bidder's Details

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

Name of Authorised Signatory _____

Position of Authorised Signatory _____

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

[Note to the Bidder: The Bidder must complete all relevant information set out below.]

CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:	
Supplier Number	
Unique registration reference number	

BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':	
Individual Bidder	
Joint Venture/ Consortium	
Prime Contractor with Sub Contractors	
Other	

REQUIRED INFORMATION

If Individual Bidder:	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	

If Individual Bidder:	
Email address	
Postal Address	
Physical Address	

If Joint Venture or Consortium, indicate the following for each partner:	
Partner 1	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	
Partner 2	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

If bidder is a Prime Contractor using Sub-contractors, indicate the following:	
Prime Contractor	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Sub contractors	
Name of Company	
Company Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Subcontracted work as a % of the total value of the contract	

Annexure 2: Tax Compliance Requirements

1. TAX COMPLIANCE REQUIREMENTS	
1.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
1.2	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.
1.3	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.
1.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
1.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
1.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
2.1	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
2.2	DOES THE BIDDER HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
2.3	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
2.4	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> 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.	

Annexure 3: Supply chain management practices questionnaire

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

[Note to the Respondent: The Respondent must complete the information set out below. If the Respondent requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

The bidder must complete the following questionnaire.

Bidder's past supply chain management practices:

Item	Question	Yes	No
3.1	<p>Is the Bidder or any of its directors listed on the South African National Treasury's database as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the South African National Treasury after the <i>audi alteram partem</i> rule was applied).</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
	If so, provide particulars:		
3.2	<p>Is the Bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the <i>Prevention and Combating of Corrupt Activities Act</i> No 12 of 2004?</p> <p>To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Bid Defaulters" or submit your written request for a hard copy of the Register to facsimile number +27123265445.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
	If so, provide particulars:		
3.3	<p>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?</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>

Item	Question	Yes	No
	If so, provide particulars:		
3.4	Does the Bidder relate to any IDC employee or part of IDC current or past staff (employee) establishment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	If so, provide particulars:		
3.5	Was any contract between the Bidder and any organ of state (within the Republic of South Africa or within any foreign territory) terminated during the past five years on account of failure to perform on or comply with the contract?		
	If so, provide particulars:		

I, _____ (print name) hereby certify that the information, facts and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company: _____

Company Registration Number: _____

Company VAT Registration Number: _____

Signature

Date

Annexure 4: 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.

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 / **YES / NO**

trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?

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

2.9.1 If so, furnish particulars.

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

2.10 Are you, or any person connected with the bidder (i.e. shareholder, partner, director etc.), aware of any relationship (family, friend, other) between any other bidder or any other company and any person employed by the IDC or the dti 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 company whether or not they are bidding for this contract? The IDC reserves the right to undertake further background checks on any other company where partners, shareholders or any interested party of the bidder may be involved in and to consider any findings in this regard as part of its vetting processes.

YES/NO

2.11.1 If so, furnish particulars:

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

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

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

1. DECLARATION

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

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT IDC MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

Annexure 5: Certificate of Independent Bid Determination

SBD 9

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.

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
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:

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.

- (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.
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

6.3 Directors

Name of the shareholder	ID Number	Race	Gender

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

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Table (b) Details of the key personnel of the bidders' proposed team:

Name	Position	Role / Duties in this Project	Relevant Project Experience	
			Project description, Client, Project period	Project Cost

Annexure 8: BEE Commitment Plan

The IDC encourages existing vendors and prospective bidders to support the objectives of B-BBEE and as far as possible strive to improve their B-BBEE contribution status. For bid evaluation purposes, bidders are allocated points in terms of a preference point system based on the B-BBEE Contribution Level status that is in accordance with a valid B-BBEE certificate.

Bidders are therefore required to submit a B-BBEE improvement plan in view of the new B-BBEE Codes of Good Practice. Bidders must indicate the extent to which their ownership, management control, employment equity, preferential procurement and enterprise development will be maintained or improved over the contract period in the event that they are successful in this bid process.