

RATLOU LOCAL MUNICIPALITY



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Private Bag X 209
Madibogo
2772

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Prospective service providers are hereby requested to submit formal written price quotation as per attached specification.

DESCRIPTION : SUPPLY, DELIVERY AND CONFIGURATION OF ANTI VIRUS AND BACKUP SERVER SOFTWARE – RE ADVERT

TENDER NO : NW381/OMM/IT29-03/2016/2017

DATE PUBLISHED : 10 MAY 2017

BRIEFING SESSION : N/A

CLOSING DATE : 19 MAY 2017

TIME : 11H00a.m

SUBMISSION ADDRESS : RATLOU LOCAL MUNICIPAL OFFICES
SETLAGOLE VILLAGE
TENDER BOX (GENERALLY OPENED 24 HOURS AND 7 DAYS PER WEEK)

The following documents should be submitted with your quotation:

- ❖ Valid Original Tax Clearance Certificate/ Tax compliance status pin in line with tax reforms
- ❖ Proof of Business registration on Central Supplier Database
- ❖ Certified copy of BBBEE Certificate/ Original
- ❖ Recent statement as proof of payment of municipal services (rates, taxes, water, etc.) for both the company and all the directors of the company;
- ❖ Recognisable proof of company addresses or lease agreement whichever applies obtainable from your local municipality, tribal office or landlord.
- ❖ Proof of residence of all directors as they appear on the company registration certificate obtainable from your local municipality or tribal authority

NB No copies of certified copies will be accepted.

All certified copies should not be more than three months from the date of the advertisement.

The following conditions will apply:

- Price(s) quoted must be valid for a period of 45 days from date of your offer.
- Price(s) quoted must be inclusive of VAT (if registered).
- Quotation should be submitted with **MBD 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- The price quotation is expected to be within a threshold of **R30 000** and **R200 000** including VAT
- **80/20 Preferential Points System** will apply.

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- Bids will be evaluated on Returnable documents, Functionality and Price and Preferential points Phases.

N.B Failure to comply with these conditions may invalidate your offer.

SCOPE OF WORK

DESCRIPTION	QUANTITY
Bitdefender GravityZone ADVANCED Business Security 12 Months Subscription	200
Backup Exec for MS SQL Gov license 12 Months Subscription	2
Backup Exec for Ms Exchange Gov license 12 Months Subscription	1
Backup Exec for File Server Gov license 12 Months Subscription	3
Backup Exec for Windows Server Gov license 12 Months Subscription	3
16GB (1x1GB) Single Rank x4 DDR42133 CAS151515 – HP Registered Memory Kit	2
Setup and configuration of Anti-Virus and Backup Server	1

FUNCTIONALITY

Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client) **40**

7 Confirmation letters and more	40
5 – 6 confirmation letters	30
3 – 4 Confirmation letters	20
1 – 2 Confirmation letters	10
No Confirmation letters	0

Ability to deliver within specified time frame (Commitment letter to be on the letterhead of the bidder) **(20)**

1.1. Delivery within 7 days	20
1.2. Delivery within 14 days	10
1.3. Delivery within 21 days	05
1.4. Delivery more than 30 days	0

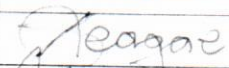
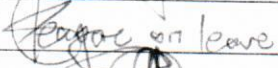


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Relevant experience of key personnel in Server Administration – (CV and Certified qualification to be attached) 40

7 years and more	40
5 – 6 years	30
3 – 4 years	20
1 – 2 years	10
Less than 1 year	0

NB: Bidders who obtain less than 60% on functionality will be regarded as non-responsive and will not be evaluated further.

MEMBERS OF THE SPECIFICATION COMMITTEE

NAME & SURNAME	DESIGNATION	SIGNATURE
K. Phutieagae	Chairperson	
R Rakuba	Member	
C Tjale	Member	
M Kgori	Requesting Department	

Approved / Disapproved


Glen Lekomanyane
Municipal Manager