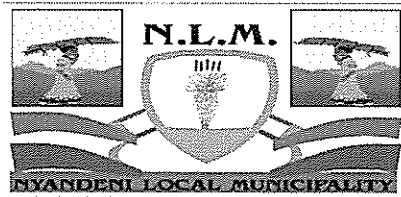


NYANDENI LOCAL MUNICIPALITY

PHYSICAL ADDRESS:
 Municipality Building
 B.N. Nomandela Drive
 LIBODE
POSTAL ADDRESS:
 Private Bag X 504
 5160



Tel: 047 5555 024
 047 5555 000
 047 5550 278
 Fax: 047 555 0202

"Deciding with the people, not for the people"

Date: 06 November 2020

REQUEST FOR QUOTATIONS

TO:	ALL PROSPECTIVE SERVICE PROVIDERS
PROJECT NAME:	PROVISION OF NETWORK MONITORING SYSTEM
REQUESTOR:	NYANDENI LOCAL MUNICIPALITY
QUOTATION NO.	NLM 31/2020
SITE CLARIFICATION MEETING (COMPULSORY):	NONE
QUOTATION TO BE DELIVERED BY:	13 November 2020 @ 12H00

SPECIFICATION OF ORDER
<p>Nyandeni Local municipality invites potential service providers for Provision of Network Monitoring System.</p> <p>PURPOSE</p> <p>The purpose of this project is to award a contract to a services provider to provide complete network monitoring solution.</p> <p>Scope:</p> <p>Nyandeni Local Municipality is requesting a solution with perpetual licenses for 150 users within the municipality. The following minimum services are required in the solution:</p> <ul style="list-style-type: none"> • Provide a software/ tool that will be used for the following: <ul style="list-style-type: none"> ○ Monitor the network performance; ○ Monitor user's internet, network access and provide report including web traffic. ○ Inventory management software that will be used to manage all the ICT inventory and its lifecycle. ○ Clearly highlight the license fees and other fees that may be required in future e.g. support fees ○ The proposed system must be network/ server based ○ Must have these features: Network path visualization, remote access, automated monitoring and maintenance, patch management, prescriptive data analytics, data-breach risk intelligence, backup and recovery, synchronize with Active Directory, Active IP's/ computer name

on the network, active users on the network, IP conflict finder, real time bandwidth utilization, network Reports, network device monitoring, automation and script, mobile app features for remote administration, Inventory management.

- Be able to pull out reports daily, weekly and monthly.
- Provide training and skills transfer to I.C.T. staff.
- Develop a project plan
- Pricing must include disbursements and other costs e.g. development of project plan; quarterly service/ performance review meetings, management, setup fee, travelling, accommodation costs, etc.

Nyandeni Local Municipality offices:

- Nyandeni Local Municipality operates from different remote office and satellite offices plus head office (Libode) which are connected as follows:
 - Head Office - Libode
 - Ngqeleni unit – Ngqeleni internet speed: 4Mbps
 - Traffic services - Libode fibre link with main building

Special requirement

- Special attention and compliance to the Electronic Transaction Act of 2002.

- **PROPOSAL CONTENT**

The proposal should contain at least the under-mentioned content.

- **Project Budget and Pricing**

The financial proposal should be prepared on a time and cost basis. Service providers should propose a pricing schedule appropriate to each component of the project and include the total cost of the project, including VAT.

Proposals must remain **valid for 60 days** after the submission date.

The preferred service provider shall be appointed on the basis that the budget submitted in the proposal shall be considered to be the final project budget. No escalation of costs shall be allowed for, for the duration of the project.

- **Conflict of Interest**

Nyandeni Local Municipality expects the consultants to observe the highest standards of ethics during the execution of this contract and reserves the right to terminate the contract at any stage if it is determined that these standards have been or may become compromised.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation.

Quotations will be evaluated on price and preference in terms of the **80/20** point system.

The following documents are to be submitted with the Quotation:

- A copy of Entity Registration Documents.
- A Detailed Company Profile (with relevant past experience)
- Completed Database Registration Form (if not currently registered with Nyandeni Local Municipality)
- Certified ID Copy(ies) of Director(s) (not older than 3 months)

- Declaration of Interest (MBD4)
- MBD 8 and MBD 9
- The provision of preferential Procurement Regulations 2017 will apply
- Billing Clearance Certificate or Statement of Municipal Accounts.
- Entity Tax Compliance Status PIN & Entity Tax Reference Number as issued by SARS (With clear expiry dates)
- An original or certified copy of B-BBBEE certification or Original Affidavit.
- It should be noted that failing to attach the BBBEE Status Level Certificate will result in the 20 preference points not being awarded
- In case of a joint venture, an original valid Tax Clearance of both partners should be submitted as well as a signed agreement by both parties
- **Delivery time and availability of stock** must be indicated in the quotation e.g., delivery will take place within five working days after the date of purchase order.
- **Central Supplier Database (CSD) report (All pages must be attached)** (not older than 3 months)

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2000(PPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Received Responsive Proposals will be evaluated based on the following criteria of 80/20

Price- 80 Points

B-BBBEE Status Level Contribution -20 Points

Quality (functionality) will be evaluated based on the following:

EVALUATION CRITERIA

Criteria	Weight	Value 1-5	Max possible score
Experience relevant to undertake the job Same projects that were successfully conducted. Please attach signed proof for the completion of such projects.	15	Max 5	75
Expertise: Expertise in providing the service and staff that are qualified and to be involved in providing the service. i) Project Manager with relevant qualification ii) Project engineer/ consultant: - Relevant qualifications and experience	15	Max 5	75
Methodology- A detailed plan with time frames on how the project will be executed and full compliance with terms of reference	5	Max 5	25
Certified product reseller/ partner	5	Max5	25
Total	40		200

Where : 1 = Poor; 2 = Acceptable; 3 = Good; 4 = Very Good; 5 = Excellent

Tenderers will be evaluated for functionality and those who score equal or more than 60% will be considered for price

Formal written price quotations should be submitted in a sealed envelope, clearly marked "**QUOTATION NLM 31/2020 – PROVISION OF NETWORK MONITORING SYSTEM**" which will be placed in the quotation box at Nyandeni Local Municipality, BN Nomandela Drive, Libode, 5160 before 12h00 on **Friday, 13 November 2020**.

For technical enquiries, please contact Ms. B. Nodada at (047) 555 5000/0281 and/or Mr. S. Mvunelo at (047) 555 5000/07 during working hours.

All bidders who are not registered in the Nyandeni Local Municipality database should submit their database registration forms upon quotation submission.

No late or incomplete quotations will be considered. The only or lowest quotation submitted shall not necessarily be accepted.



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MRS. N. NOMANDELA
MUNICIPAL MANAGER