

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for supply, renewal and deployment of various software licenses and IIS authentication certificates as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business in a sealed envelope indicating the name of bid must be deposited in the tender box situated in 1 Seller Street Nqanqarhu, Corporate Services Department, Cashier Reception area before 12h00 on the 16 August 2024. For queries please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Ms. A. Bantwini

Tel: 045 932 8135

For Supply Chain Queries: Ms. N. Thuli

Tel: 045 932 8134

SUPPLY, RENEWAL AND DEPLOYMENT OF VARIOUS SOFTWARE LICENSES AND IIS AUTHENTICATION CERTIFICATES – ELM-4/001/2024-2025

Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submission are eligible to submit tenders and have their tenders evaluated:

1. Tender offers will only be accepted if:

- 1) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <https://secure.csd.gov.za/>) unless it is a foreign supplier with no local registered entity.
- 2) the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations,
- 3) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in
- 4) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- 5) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect; and
 - iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest
Which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
- 6) the statement of municipal account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councillor is submitted with the tender document.
- 7) the price(s) quoted are valid for at least ninety (90) days from date of your offer.
- 8) the price(s) quoted are firm and are inclusive of VAT where applicable.
- 9) the Joint Venture has attached the following:
 - a) J V agreement,
 - b) letter of signatory.

2. The tenderer is required to submit with his tender the following certificates:

If you are aware of any instances of fraud or corruption in the municipality, report anonymously to Freecall: 0800 117844 | SMS 32840 | Email: elundini@tip-offs.com | Freepost: KZN138 Umhlanga Rocks 4320
All correspondence must be addressed to the Municipal Manager

- 1) Proof of registration with Central Supplier Database must be attached.
- 2) A Copy of business entity registration certificate e.g. CK Document
- 3) Certified ID copy/s of business entity owners
- 4) Latest municipal account statement or lease agreement or affidavit from the South African Police Services and a letter from ward councillor.
- 5) Tax Compliance status documents with PIN from SARS must be attached

3. Returnable schedules required for tender evaluation processes

MBD 1: Invitation to bid

MBD 4: Declaration of Interest form

MBD 6.1 Preference Points Claim Form in Terms of PPR2022

MBD 7.2 Professional services

MBD 8: Declaration of Bidder's Past Supply Chain Management Practices

MBD 9: Certificate of Independent Bid Determination

Elundini Municipality Supplier Declaration form (which is downloadable on the municipal website)

www.elundini.gov.za

NB: No quotations will be considered from persons in the service of the state

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 1) The Elundini Local Municipality Supply Chain Management Policy will apply;
- 2) The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- 3) Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- 4) Bids submitted are to hold good for a period of 90 days;
- 5) Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered.
- 6) The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- 7) Failure to comply with these conditions may invalidate your offer.
- 8) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
- 9) General Conditions of Contract 2010 will apply in this Request for Quotation
- 10) By mere submission of the bid, the bidder automatically consents to deliver within 14 days of issue of an order unless a declaration for variance in this regard has been submitted to the municipality on the day of issue of an order.
- 11) National Treasury circular no. 9 of 2017/18 Price shall apply.
- 12) Bidders must be allowed to submit bids by hand or by courier on condition that the responsibility of depositing the tender, bid or proposal lies squarely with the bidder not the Municipality.
- 13) Bid will be evaluated based on 80/20, 80 for price and 20 points , In order to claim points on specific goals please see table below .
- 14) Should the bidder not submit proof to claim specific goals no points will be allocated.

SIGNATURE _____

SCM AND ASSET MANAGER

DATE _____

6/08/2024

supply, renew and deployment of various software licenses and IIS authentication certificates as listed below:

SOFTWARE DESCRIPTION:	QUANTITY	DURATION
ESET - License ESET PROTECT Complete Renew +Upgrade 1 year 244 Users	244	1 year
ESET CONSOLE – configuration, installation and skills transfer.	1	
DIGI-Cert - Digital Certificate SSL Standard Wildcard SSL Renewal (1 Year)	3	1 year
Ad Hoc Support Generate CSR, Submit to CA and Verify Domain ownership, Install new certificate, assign roles, test.	1	

SPECIFIC GOAL

1. Bid will be evaluated based on 80/20 . 80 for price 20 points for specific goals . For proof to claim points refer to the table below.
2. Should the bidder not submit proof to claim specific goals no points will be allocated

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
Tender Price	80		
EME or QSE which is at least 51% owned by black people	20 Points		Company Registration Certified certificate or B-BBEE Sworn Affidavit
Sub-Total (Specific Goals)	20points		

The minimum threshold of 70% out of 50 points must be achieved by the bidders and if the minimum threshold is not met the bid will not be evaluated further .

FUNCTIONALITY: Bidders must meet 70% out of 50 points to proceed to second stage of evaluation.	
SPECIAL GOALS	POINTS
COMPANY EXPERIENCE: The bidder should attach Three (3) signed reference letters together with three (3) appointment letters OR Purchase Order of the same project proving experience on deployment of ESET software licenses. <ul style="list-style-type: none"> • Three (3) reference letters together with appointment letters OR Purchase Orders = 30 Points • Two (2) reference letters together with appointment letters OR Purchase Orders = 20 Points • One (1) reference letter together with appointment letter OR Purchase Order = 0 Point 	30
ACREDDITATION: The bidder must be a registered partner with ESET <ul style="list-style-type: none"> • Partnership certificate from ESET 	20
TOTAL POINTS	50

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system for acquisition of goods or services with Rand value equal to or below R50 million will be applied.

Price - 80 points
 Specific goals - 20 points

DELIVERY ADDRESS:

Elundini Local Municipality
 No.1 Seller Street,
 Nqanqarhu
 5480



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