

1.

SENQU MUNICIPALITY
SPECIFICATIONS FOR
SUPPLY AND DELIVERY OF VARIOUS IT EQUIPMENT

NOTICE No: /2018

Description of Specifications: VARIOUS IT EQUIPMENT

1. Purpose:
The purpose of this bid is the appointment of a suitable service provider to supply IT Equipment required by Senqu Municipality.
2. Company and general requirements:
The successful bidder must meet the eligibility criteria as specified in Table 1.
3. Scope of work and key deliverables:
The successful bidder shall provide Senqu Municipality with equipment that comply with all specifications. The equipment will be delivered to Senqu Municipality, 19 Murray Street, Lady Grey. Any non-compliant equipment will be returned and replaced with equipment that complies with all specifications within a week of the non-compliance of the equipment identified. The cost of replacement will be for the supplier.
4. Evaluation Criteria:
The bid will be evaluated in 2 phases.

Phase 1: Compliance, responsiveness to the bid rules and conditions as outlined in the advertisement and evaluation for eligibility with a minimum of 70 points.

Phase 2: Bidders passing stage 1 will be evaluated for pricing and PPPFA as outlined in the advertisement.
5. Eligibility Criteria – It is compulsory to complete Table 1. For eligibility, the following criteria will be applicable and the maximum value of each criterion is indicated as below. Only bidders who meet the minimum points of 70 will be evaluated further.

Table 1: SCHEDULE OF PROVISIONS OF IT EQUIPMENT CARRIED OUT BY THE TENDERER

The Tenderer shall list below the contracts for the provision of IT Equipment undertaken by him/her during the past three (3) years, or present/ongoing contracts with contactable references.

Employer (Contact Person)	Description of Project	Contact Telephone & Email	Value of Work Including VAT	Date of completion
1				
2				
3				
4				
5				

A maximum of 20 points will be given for each project with a "Value of Work" exceeding R60 000 with a maximum of 100 points for 5 projects. 10 Points will be allocated if the "Value of Work" is R60 000 or less.

SIGNED BY THE TENDERER _____

Table 2: SPECIFICATIONS OF REQUIRED IT EQUIPMENT

The Tenderer shall tick next to each specification to indicate that the equipment to be supplied will comply with the particular specification.

Quantity	Actual Specifications	Requirement (Minimum / Maximum / Or Equivalent)	Tick Acknowledgement by Tenderer	Price (Inc VAT)	Total Price (Inc VAT)
1 X	LAPTOP A			R	R
	• Intel Core i3 Processor	Minimum			
	• 4GB RAM DDR3L (Low Voltage)	Equivalent			
	• Hard Disk 500GB	Minimum			
	• 11.6"Screen	Equivalent			
	• 2x USB 2.0 (full size)	Equivalent			
	• 1x USB 3.0 (full Size)	Equivalent			
	• WiFi 2.4Ghz a/c	Minimum			
	• Win 10 Professional	Equivalent			
	• 3 Year Fetch, Repair, Return (FRR) Warranty	Equivalent			
	• Laptop bag for laptop – double padded	Equivalent			
15 X	LAPTOP B (Standard)			R	R
	• Intel Core i5-8250U Processor	Equivalent			

	<ul style="list-style-type: none"> 8GB Low Voltage DDR4 Memory 	Equivalent		
	<ul style="list-style-type: none"> 128GB SSD with 1TB 5400RPM 2.5" SATA HDD 	Minimum		
	<ul style="list-style-type: none"> 15.6" 1366x768 LED Backlit Widescreen 	Equivalent		
	<ul style="list-style-type: none"> HD Camera with Wide Angle 	Equivalent		
	<ul style="list-style-type: none"> Integrated Gigabit Ethernet 	Minimum		
	<ul style="list-style-type: none"> Wireless LAN 802.11ac + BT 	Minimum		
	<ul style="list-style-type: none"> 1X USB 3.0 Port, 1X USB Type-C port, 2X USB 2.0 Ports, 1X HDMI Port, 1X VGA port 	Minimum		
	<ul style="list-style-type: none"> Full Size Numeric Keyboard 	Equivalent		
	<ul style="list-style-type: none"> Win 10 Professional 64-Bit 	Equivalent		
	<ul style="list-style-type: none"> 3 Year Fetch, Repair, Return (FRR) Warranty 	Equivalent		
	<ul style="list-style-type: none"> Laptop bag for laptop – double padded 	Equivalent		
3 X	Laptop C (Higher Processing)		R	R
	<ul style="list-style-type: none"> Intel Core i7 Gen7 Processor 	Equivalent		
	<ul style="list-style-type: none"> 8GB Low Voltage DDR3/4 Memory 	Equivalent		
	<ul style="list-style-type: none"> 512GB SSD 2.5" SATA HDD (500mb/s R/W) 	Minimum		
	<ul style="list-style-type: none"> 8x DVD Super Multi Writer 	Equivalent		
	<ul style="list-style-type: none"> 17.3" 1366x768 LED Backlit Widescreen 	Equivalent		

	<ul style="list-style-type: none"> 1.3 Megapixel Webcam 	Equivalent			
	<ul style="list-style-type: none"> Integrated Gigabit Ethernet 	Equivalent			
	<ul style="list-style-type: none"> Wireless LAN 802.11ac + BT 	Equivalent			
	<ul style="list-style-type: none"> 1X USB 3.0 Port, 1X USB Type-C port, 2X USB 2.0 Ports, 1X HDMI Port 	Minimum			
	<ul style="list-style-type: none"> Full Size Numeric Keyboard 	Equivalent			
	<ul style="list-style-type: none"> Win 10 Professional 64-Bit (not any other version that has been upgraded to Windows 10) 	Equivalent			
	<ul style="list-style-type: none"> 3 Year Fetch, Repair, Return (FRR) Warranty 	Equivalent			
	<ul style="list-style-type: none"> Laptop bag for laptop – double padded 	Equivalent			
2 X	Laptop D			R	R
	Processor: 8 th Gen with vPro	Equivalent			
	Operating System: Windows 10 Pro 64-bit	Equivalent			
	Display: 13.3" FHD (1920 x 1080) IPS	Equivalent			
	Graphics: UHD 620	Equivalent			
	Camera: 720p HD	Equivalent			
	Memory: <ul style="list-style-type: none"> 16 GB DDR4 2400 MHz 8 GB DDR4 2400 MHz 4GB DDR4 2400 MHz 	Minimum			

	Storage: 1 TB PCIe SSD	Minimum	
	Battery: <ul style="list-style-type: none"> • 51 Whr • Up to 13.6 hours 	Equivalent	
	Security: <ul style="list-style-type: none"> • Fingerprint reader • IR Camera • dTPM 2.0 • Kensington Lock • FIDO 	Equivalent	
	I/O Ports: <ul style="list-style-type: none"> • 2 X USB 3.0 (1 always-on) • USB C • HDMI • Mini RJ45 • 4-in-1 card reader (SD, MMC, SDHC, SDXC) • Audio combo jack 	Equivalent	
	Connectivity: <ul style="list-style-type: none"> • WLAN: Dual Band Wireless-AC 2X2), Bluetooth 4.2 • WWAN: Fibocom L850-GL and L 830-EB 	Equivalent	
	Weight: Starting at 1.4 kg	Equivalent	
	Colour: Black or Silver	Equivalent	
	Pen: Relevant pen/stylus, suitable to work on the specific device	Equivalent	
	Protection: Protective sleeve/bag	Equivalent	

	3 Year Fetch, Repair, Return (FRR) Warranty	Equivalent			
26 X	TABLET WITH KEYBOARD COVER			R	R
	High-resolution 12" screen	Equivalent			
	Intel Core i5 liquid cooling	Equivalent			
	8GB LP DDR3	Equivalent			
	Rear camera 5MP	Equivalent			
	Front Camera 2MP	Equivalent			
	256GBPCIe SSD	Minimum			
	Keyboard cover and Kickstand	Equivalent			
	Stylus support	Equivalent			
	USB type C, USB 3.0, Display Port	Equivalent			
	microSD card reader	Equivalent			
	WiFi 802.11 a/b/g/n/ac, Bluetooth 4.1	Equivalent			
	Windows 10	Equivalent			
	Protection: Protective sleeve/bag	Equivalent			
	3 Year Fetch, Repair, Return (FRR) Warranty	Equivalent			
2 X	Desktop Computer			R	R
	<ul style="list-style-type: none"> Intel Core i5™ Gen8 CPU 	Minimum			

	• 8GB DDR4 RAM	Minimum			
	• 1x512GB SSD (500mb/s R/W)	Minimum			
	• No ODD	Minimum			
	• Core i™ Motherboard with PCI-X(x1),	Minimum			
	• PCI-X(x16) x2, 6x USB 2.0	Minimum			
	• Windows 10 Pro	Equivalent			
	• 3 Year Fetch, Repair, Return (FRR) Warranty	Equivalent			
1 X	Handheld Camera			R	R
	• Dust-resistant	Equivalent			
	• Shockproof	Equivalent			
	• Sensor Resolution: 12.1 Megapixel	Minimum			
	• Optical Sensor Type: BSI-CMOS	Equivalent			
	• Total Pixels: 12800000 pixels	Minimum			
	• Effective Sensor Resolution: 12100000 pixels	Minimum			
	• Optical Sensor Size 1/2.3"	Minimum			
	• Digital Zoom: 4 X	Minimum			
	• TTL contrast detection	Equivalent			
	• AE/AF Control: Face-priority AF, Subject-tracking AF	Minimum			
	• Digital Video Format: H.264, MOV, IFrame	Equivalent			

	• Image Recording Format: JPEG	Minimum		
	• Interfaces Provided: HDMI, USB 2.0, composite video/audio	Minimum		
	• Built-in flash	Equivalent		
	• Operating System Support: MS Windows7, Windows 8 and Windows 10	Minimum		
	• Software: Image Browser, Map Utility and Photo Stitch	Minimum		
	• LI-Ion rechargeable battery and charger	Equivalent		
	• Camera Memory/SD Card	Equivalent		
	• Navigation: GPS Receiver	Equivalent		
	• To include: 1 X 64GB Memory Card	Equivalent		
	• To include: 1 X Carry Bag	Equivalent		
16 X	PRINTER A - MONO LASER A4 MFP & ADF (1-5 users)		R	R
	• Functions: Print, Copy, Scan	Minimum		
	• Print Speed: Up to 23 ppm (A4)	Minimum		
	• Printing Method: Monochrome laser beam printing	Equivalent		
	• Print Quality: Up to 1200 x 1200 dpi with Image Refinement	Equivalent		
	• Print Resolution: 600 x 600 dpi	Equivalent		
	• First Print Out Time: 6 secs or less	Equivalent		
	• Printer languages: UFR II LT	Equivalent		

	<ul style="list-style-type: none"> Print margins: 5 mm-top, bottom, left and right (other sizes than envelope) 10 mm-top, bottom, left and right (envelope) 	Equivalent			
	<ul style="list-style-type: none"> Toner save mode: Yes 	Equivalent			
	Media Handling				
	<ul style="list-style-type: none"> Scanner Type: Flatbed and Automatic Document Feeder (ADF) 	Equivalent			
	<ul style="list-style-type: none"> Paper Input (Standard) : 250 sheet tray; 35 sheet ADF (80g/m² or less) 	Minimum			
	<ul style="list-style-type: none"> Paper output: 100 Sheet 	Minimum			
	<ul style="list-style-type: none"> Duty cycle: Max. 8 000 pages per month 	Minimum			
	<ul style="list-style-type: none"> Memory: 256 MB 	Equivalent			
	<ul style="list-style-type: none"> Control Panel: 6-line LCD B&W Touch Screen 	Equivalent			
	<ul style="list-style-type: none"> Warranty: One-year limited warranty 	Minimum			
1 X	PRINTER B: COLOUR LASER MFP & ADF			R	R
	<ul style="list-style-type: none"> Print speed Black & Colour: Up to 24 ppm 	Minimum			
	<ul style="list-style-type: none"> Duty cycle (monthly, A4): Up to 50,000 pages 	Minimum			
	<ul style="list-style-type: none"> Recommended monthly page volume: 750 to 4 000 	Equivalent			
	<ul style="list-style-type: none"> Print Technology : Laser 	Equivalent			
	<ul style="list-style-type: none"> First page out (ready) Black & Colour: As fast as 10 sec 	Minimum			
	<ul style="list-style-type: none"> Paper handling input, standard: 50-sheet multipurpose tray 	Minimum			

	<ul style="list-style-type: none"> • 250-sheet input tray • 50-sheet Automatic Document Feeder (ADF) 				
	<ul style="list-style-type: none"> • Print quality black & color (best): Up to 600 x 600 dpi. 	Minimum			
	<ul style="list-style-type: none"> • High -speed USB 2.0 connectivity 	Equivalent			
	<ul style="list-style-type: none"> • One-year onsite warranty 	Minimum			
1 X	Printer: Portable with Battery			R	R
	Print Speed black: ISO: On AC: up to 10 ppm; On Battery: up to 9 ppm Draft: On AC: up to 20 ppm; On Battery: up to 18 ppm	Equivalent			
	Print Speed colour: ISO: On AC: up to 7 ppm; On Battery: up to 6 ppm Draft: On AC: up to 19 ppm; On Battery: up to 17 ppm	Equivalent			
	Print Technology: Thermal Inkjet	Equivalent			
	Black: Up to 600 pages	Equivalent			
	Colour: Up to 300 pages	Equivalent			
	Print Speed: On AC: up to 20 ppm; On Battery: up to 18 ppm	Equivalent			
	Print Quality black (best): Resolution: Up to 1200 X 1200 rendered dpi (when printing from a computer)	Equivalent			
	Print Quality colour (best): Resolution: Up to 4800 X 1200 optimised dpi colour (when printing from a computer and	Equivalent			

	1200 input dpi)				
	Mobile: WiFi	Equivalent			
	Duty Cycle: Up to 500 pages	Equivalent			
	Connectivity: 1USB 2.0 + Wi-Fi	Equivalent			
	e-Printing: Yes	Equivalent			
	Mobobile printing: Yes	Equivalent			
	Wireless printing: Yes	Equivalent			
	Connectivity: 1 USB 2.0 & WiFi	Equivalent			
	One-year commercial hardware warranty; 24-hours, 7 days a week Web support	Equivalent			
1 X	Video Recorder with Microphone and Tripod			R	R
	<ul style="list-style-type: none"> Recording Formats: AVCHD and MP4 	Equivalent			
	<ul style="list-style-type: none"> Recording Medium: 16GB built-in flash memory SDXC / SDHC 	Equivalent			
	<ul style="list-style-type: none"> Max Recording Time: MP4 mode: 8hrs 40mins 	Equivalent			
	<ul style="list-style-type: none"> Total Pixels: 3.28 megapixel 	Equivalent			
	<ul style="list-style-type: none"> Lens: Optical Zoom 32x 	Equivalent			
	<ul style="list-style-type: none"> Focal Length: 2.8mm - 89.6mm 	Equivalent			
	<ul style="list-style-type: none"> Maximum Aperture: f1.8 - f4.5 	Equivalent			
	<ul style="list-style-type: none"> Minimum focusing distance: 10mm 	Equivalent			

	<ul style="list-style-type: none"> Image stabilizer: Optical Image Stabiliser: Intelligent IS with Advanced Dynamic Mode 	Equivalent	
	<ul style="list-style-type: none"> Face Detection Technology: Yes 	Equivalent	
	<ul style="list-style-type: none"> Screen: Screen size 7.5cm (3.0") Touchscreen LCD, 100% view 	Equivalent	
	<ul style="list-style-type: none"> Wi-Fi Function: Yes 	Equivalent	
	<ul style="list-style-type: none"> NFC: Yes 	Equivalent	
	<ul style="list-style-type: none"> Remote Control & Streaming: YES (monitor in/out of home)6, Supports optional Pan Table CT-V1 accessory 	Equivalent	
	<ul style="list-style-type: none"> Web Service: YES 	Equivalent	
	<ul style="list-style-type: none"> Direct storage to external HDD: Yes 	Equivalent	
	<ul style="list-style-type: none"> Night Mode: Low Light (0.4 lux) 	Equivalent	
	<ul style="list-style-type: none"> Focus: Auto/Manual Yes / Yes 	Equivalent	
	<ul style="list-style-type: none"> Self Timer: 10 sec 	Equivalent	
	<ul style="list-style-type: none"> Memory Card: SD / SDHC / SDXC 	Equivalent	
	<ul style="list-style-type: none"> Audio System: Dolby Digital 2ch AC3 2ch 	Equivalent	
	<ul style="list-style-type: none"> USB Mini-B, AV, HDMI, Built-in Charger, Tripod Mount, Battery Type - Lithium Ion 	Equivalent	
	<ul style="list-style-type: none"> Tripod: GorillaPod that comfortably supports the weight and size of the video camera. 	Equivalent	
	<ul style="list-style-type: none"> Max Recording Time (Included Battery): 3hrs 15mins 	Equivalent	

	<ul style="list-style-type: none"> Suitable Double Padded Carry bag, with sufficient space for the Video Recorder, Microphone and cables 	Equivalent			
	<ul style="list-style-type: none"> Weight 2.2kg with Battery 	Equivalent			
5X	Document Scanner			R	R
	<ul style="list-style-type: none"> Scan type: Sheetfed 	Equivalent			
	<ul style="list-style-type: none"> Automatic document feeder capacity: Standard, 50 Sheets 	Minimum			
	<ul style="list-style-type: none"> Automatic document feeder scan speed: Monochrome & Colour - 30 ppm 	Minimum			
	<ul style="list-style-type: none"> Automatic document feeder type: Single pass dual scanning. 	Equivalent			
	<ul style="list-style-type: none"> Duplex Scan: Yes 	Equivalent			
	<ul style="list-style-type: none"> Output formats : PDF, searchable PDF, secure PDF, PDF/A. Skip blank page, A3 stitching, Punch holes removal, Pre-defined scanning settings 	Minimum			
	<ul style="list-style-type: none"> Interfaces : USB 2.0 Type B 	Equivalent			
	<ul style="list-style-type: none"> Compatible Operating Systems : Windows 7, Windows 8, Windows 8.1, Windows 10 	Minimum			
	<ul style="list-style-type: none"> Warranty : 12 months 	Minimum			
20 X	Software			R	R

	• MS Office 2016 Home & Business License	Equivalent			
Total Price					R


Delivery Period from receipt of Order: _____

The Tender must comply with the following conditions or will not be considered:

- Quantities supplied are an indication of quantities required. The Municipality reserves the right to purchase none, one or more of each item.
- The above is not regarded as your quotation. You must include your own quotation which specifies the make, model and complete specifications of the proposed item/s supplied.
- Must meet ALL specification in order for the Tender Document to be considered.
- Price must include delivery to Lady Grey (Eastern Cape)
- The Supplier must give Warranty of at least 1 year on all equipment unless more years were specified.
- Tender must be valid for 120 Days
- Payment will take place after delivery, evaluation and approval of the item/s supplied.

Warning: In the past a number of IT Suppliers that quoted on equipment relied on and trusted their Suppliers to evaluate the specifications. This has proven to be a costly exercise as many of the items were below spec. They were obligated to take back the below spec equipment and supply items that were on or above spec at their cost. Please ensure that the equipment you supply complies with the requirements of every tick you make and sign for to indicate that it is within the required specification. For example, if a printer needs to print at least 28 ppm, it will not be accepted if it prints 27 ppm.

SIGNED BY THE TENDERER _____


21/8/2018