



SPECIFICATIONS: Bid No 42/2020
REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR SUPPLY AND
INSTALLATION OF NETWORK EQUIPMENT AND CABLING (PHASE 2 OLD AGE HOME)

1. BACKGROUND

Senqu Local Municipality situated in the town of Lady Grey, wishes to appoint a service provider to install network cables and equipment in the newly renovated top floor and underground server room of the DTPS/Community Services building.

The network should be fed via fibre optic cable from the Senqu Head Office to the new Server Room into which only very basic equipment (specified below) will be installed at this stage. From this point, network cables and switches need to be installed to link all offices, boardrooms on the top floor and underground server room.

Power skirting (with power available) has already been installed and it has a separate duct into which the network cable needs to be installed.

A compulsory site meeting will be held to allow prospective bidders to familiarise themselves with the building the requirements and the obstacles that need to be overcome. The bidder is required to do his/her own measurements, count of network points and any extra cable/clips etc. that may be to complete the installations.

The Architectural beauty of the interior needs to be considered and drilling, damaged to walls and installation of unsightly components must be kept to an absolute minimum.

Quality of workmanship and tidiness is of utmost importance and the tender will only be paid if the work has been inspected, found to be of high standard, the network functioning properly and signed off by the ICT Manager.

2. EVALUATION CRITERIA

This bid will be evaluated in two (2) phases as follows:

Phase One: Compliance, responsiveness to the bid rules and conditions as outlined in the advert and evaluation for eligibility with minimum points of 70. **Tables 1 and 2** must be completed.

Phase Two: Bidders passing the stages above will thereafter be evaluated for pricing and PPPFA as outlined in the advert.

3. ELIGIBILITY CRITERIA

It is compulsory to include Tables 1, 2, 3, 4 in the tender document.

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 70 points will be evaluated further.**

Table 1

ITEM	CRITERIA FOR FUNCTIONALITY	POINTS
1	<p><u>Experience of the company in the provision of similar services.</u></p> <p>Proven track record with successful installation of Networking/Cabling, Fibre and Wireless Access Points Projects during the past 5 years</p> <p>2 X Cabling Project -10 Points 4 X Cabling Project - 20 Points 6 X Cabling Project - 30 Points</p> <p>In order to claim points, the bidder should attach a letter of Appointment, a Purchase Order and Referral Letter or Confirmation Letter.</p>	30
2	<p><u>Expertise and Qualifications of the project implementation team members.</u></p> <p>A Bidder must supply proof of company staff employed by the bidder certified as installers including Project Manager. Please attach valid certificates in order to claim points.</p> <p>1 X Valid CCNA Certified Technician – 10 Points 1 X Valid CCNA Certified Technicians – 20 Points, 1 X Valid Fire Optic Association Certified Technician – 10 Points 1 X Valid Fire Optic Association Certified Technicians – 20 Points, 1 X Valid Certified Molex/Krone Technician – 10 Points 1 X Valid Certified Molex/Krone Technicians – 20 Points</p> <p>In order to claim points, the bidder should attach a detailed CV & certified copies of certificates in order to claim points.</p>	60
3	<p><u>Clear Project Implementation Plan/Methodology.</u></p> <p>Full compliance of TOR with a detailed approach and work plan explaining how the project will be implemented with timeframes of 1-month duration from the date of appointment.</p> <p>Compliance with TOR - 10</p> <p>Non-compliance with TOR - 0</p>	10
	TOTAL POINTS	100

Prospective bidders that have passed the functionality evaluation stage will be further evaluated.

4. SPECIFICATIONS AND SPECIAL CONDITIONS:

Please ensure that you are able to quote on the full installation with specifications as in the list below, as the quote will **not be accepted** if any of the requirements are not met.

In addition, the form below **must be completed and signed at the bottom of every page** and it must be submitted with your quotation.

4.1 The specifications for the installation are as follows:

Table 2

Item Description and functionality		Please mark with X to indicate if the proposed equipment and installation meet the minimum specifications.
Please note that the specifications given are minimum specifications and you are welcome to quote on a product with higher specifications or better functionality.		
Equipment		
Installation		
Installation to take place at the Community Services/DTPS Building in Lady Grey.		
Network		
1 X	Wiring Cabinet: 43U Static, 1m deep, 600mm wide	
2 X	Wiring Cabinet: 9U Static (non-swing)	
3 X	Switches: 48-Port PoE (802.3at), Layer 2 Managed switch with 4 SFP 10Gbit/s ports	
10 X	SPF Transceivers Multimode (1 Gbit/s)	
10 X	Multimode fibre leads (1 Gbit/s)	
3 X	8-Port Fibre hubs	
6 X	Patch Panels (24 Port)	
3 X	500 M Roll Cat 6 Network cable	
Wi-Fi		
4 X	Dual Mode Unifi (2.4Ghz/5Ghz) >450Mbps	
UPS		
1 X	Inverter style UPS, 2400W 24V puresine inverter, with container and 2X AGM/Gel 100aH batteries installed.	
The following needs to be counted/measured by the prospective bidder(s) during the site meeting.		
	10/Gbit Fibre Multimode (first floor to ground floor)	
	10/Gbit Fibre Multimode (ground floor to server room)	
	Twin data cradle with 2 X RJ45 sockets *where 2 are * otherwise twin data cradle with 1x RJ45 socket and 1 blank Top floor only – offices, boardrooms and possibly for a network printer. This will be indicated during the site meeting.	

4.2 Special Condition

The following is regarded as a Special Condition and Mandatory Requirements and substantiation statement is required for each area to support Bidder's Compliance:

Table 3

A Bidder is required to demonstrate the health and safety standards compliance and that all staff members are physically fit to carry the task.	Comply	Do Not Comply
Substantiate: Proof of compliance to this effect should be included in the bid response.		
A Bidder is required to cover any damages to the property that may occur as results of the Bidder or Bidder's staff working on the premises of Senqu Local Municipality Building(s) as the Municipality shall not be responsibility for such damages. Minimum Public Liability Insurance requirement is R2 000 000 (Two Hundred Thousand Rands).	Comply	Do Not Comply
Substantiate: Proof of Public Liability Insurance Cover		

It should be noted that upon completion of this project the following will be required:

- ❖ All structured UTP cable tests results will be performed with valid test equipment and Calibration certification can be requested by Senqu Local Municipality at any given time. Upon the completion of the installation, all test results should form part of the sign-off documentation and submitted to Senqu Local Municipality.
- ❖ The cables should be neatly labelled and marked from end-to-end between the switches, cabinets and network points clearly marked according to office's routings.
- ❖ Wi-Fi Access Points should be configured and migrated to the current Unifi Controller of the Senqu Local Municipality and testing of End-Users' connectivity thereof
- ❖ Project must be completed within 30 days after the issue of the purchase order
- ❖ Supply each network point with a 2 X 1.5m Cat 6 patch leads cables
- ❖ The successful service provider must attend to the cleaning of installed skirting / trunking and dirty marks made on walls and ceilings. All excess materials (cables, etc) must be removed from sites before site hand-over.

5. NETWORK INSTALLATIONS PRICING SCHEDULE: It is compulsory to complete the table below

The Quote must include all labour and any other costs related to the installation.

Table 4

Please Complete the Amounts:	
<u>Pricing for Network Installation Cables and Equipment</u>	<u>Amount Incl. VAT</u>
1. Delivery of the Network Equipment to Senqu Municipality at 19 Murray Street, Lady Grey	R
2. Installations and Configurations of Network Switches	R
3. Installation of Cat 6 Network Cable and Wiring of Cabinets	R
4. Cables labelling and End-to-End marking between Switches Cabinets and Offices Network Points	R
5. Wi-Fi Access Points Configurations and Setup to Unifi Controller	R
TOTAL PRICE	R

Payment will be done after testing, approval and sign-off of workmanship and quality by the CFO.

The Service Provider hereby declares that it agrees with the above requirements/services to be delivered to Senqu Municipality.

Please sign and acknowledge the above

Signature

Date