



**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE MEDIA INFORMATION AND
COMMUNICATIONS TECHNOLOGIES SECTOR EDUCATION AND TRAINING AUTHORITY**

REQUEST FOR BID REF: MICT/SETA/UPS/11/2026

REQUIREMENT DESCRIPTION:

**APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION, CONFIGURATION,
MAINTENANCE AND SUPPORT OF A 70 KVA UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM
FOR A PERIOD OF THIRTY-SIX (36) MONTHS**

BID CLOSING DATE: 30 OCTOBER 2026 at 11:00 AM (SOUTH AFRICAN TIME)



BID REFERENCE NUMBER	MICT/SETA/UPS/11/2026
BID DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION, CONFIGURATION, MAINTENANCE AND SUPPORT OF A 70 KVA UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM FOR A PERIOD OF THIRTY-SIX (36) MONTHS
SUPPLIER BRIEFING SESSION	Compulsory Virtual Briefing Session will be held as follows: Date: 19 October 2026, Time: 11:00 am South African Time Location: Microsoft Teams, Meeting ID: 358 971 301 956 270 5 Passcode: c8uf6t7d PLEASE NOTE: BIDDERS THAT DO NOT ATTEND THE COMPULSORY BIDDERS CONFERENCE WILL BE ELIMINATED FROM FURTHER EVALUATION PROCESS.
BID CLOSING DATE & TIME	30 October 2026 @ 11:00 am South African Time. *Note: A bid will not be considered if it arrives a second after 11:00 am or any time thereafter. Bidders are therefore strongly advised to ensure that bids are dispatched allowing enough time for any unforeseen events that may delay the delivery of the bid.
INSTRUCTION FOR SUBMISSION OF BID	NB: Bid must be received in a sealed envelope (1 hard copy and 1 USB) marked with this RFB reference number and deposited in a tender box at the location indicated hereunder.
LOCATION FOR BID SUBMISSIONS	MICT SETA Head Office: Reception 19 Richards Drive, Gallagher Convention Centre West Wing, level 3 Midrand
BID VALIDITY PERIOD	Bids received shall remain valid for acceptance for a period of 120 days counted from the closing date of the bid.

CLARIFICATION AND COMMUNICATION

- All enquiries relating to this bid must be addressed in writing to bidqueries@mict.org.za five (5) days **before the closing date and time**. Queries received after this period will not be entertained.
- The bid reference number must be mentioned in all correspondences.
- Bids sent to any other platform other than the one specified herein will not be considered for evaluation. It is the bidder's responsibility to ensure that the bid is sent to the correct platform and that this is received by the MICT SETA before the closing date and time in MICT SETA's dedicated platform
- All the documentation submitted in response to this RFP must be in English.

Note: Bidders are advised that a response will be disqualified should any attempt be made by a bidder either directly or indirectly to canvass any officer(s) or employees of **MICT- SETA** in respect of the RFB, between the closing and award date of the business.



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SECTION 1: CHECKLIST INFORMATION

RETURNABLE DOCUMENTS CHECKLIST

Request For Bid invitation document must be completed, signed and submitted as a whole by the authorised Company representative. All forms must be properly completed, list below serve as a checklist of your RFB submission.

(Tick in the relevant block below)

DESCRIPTION	YES	NO
CSD Central Supplier Database (CSD) Registration Report.		
SUPPLIER REGISTRATION ON CSD Prospective suppliers must register on the National Treasury Central Supplier database in terms of National Treasury circular no 4A of 2016/17. The bidder shall register prior submitting a proposal/bid.		
SBD 1 - Fully completed with required proof (Where applicable)		
CIPC registration documents		
Bidder's eligibility: Form A		
Valid Tax Clearance Certificate(s) and/or proof of application endorsed by SARS and/or SARS issued verification pin		
SBD 4 - Declaration of interest		
SBD 6.1: Preferential Procurement Claim Form		
Copy of joint venture/ consortium or sub-contracting agreement duly signed by all parties. (Where applicable)		
Certified Copy of director(s) ID(s) not older than six (6) months		
Shareholding Certificate (Where applicable)		
Pricing / Financial Proposal envelope and USB (Must be submitted in a separate sealed envelope)		
Financial Statements for 2024/2025 FY of the bidder		

Note: This BID must be completed and signed by the authorised Company representative



SECTION 2: MICT SETA -BID CONDITIONS

1. BID CONDITIONS

- a. MICT SETA considers this bid and all related information, either written or verbal, which is provided to the respondent, to be proprietary to MICT SETA. The respondent shall not disclose, publish, or advertise this RFB or related information to any third party without the prior written consent of MICT SETA.
- b. Bids for the supply of goods or services described in this document are invited in accordance with the provision of Government Procurement: General Conditions of Contract available for download from <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/>
- c. MICT SETA does not bind itself to accept the lowest or any RFB, nor shall it be responsible for or pay any expenses or losses which may be incurred by the bidder in the preparation and delivery of the RFB.
- d. No Bid shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.
- e. The technical proposal shall not include any price or financial information, technical proposal containing material financial information may be declared non-responsive.

1.1 MICT SETA reserves the right to:

- a. Not evaluate or award RFB that do not comply strictly with the requirements of this RFB.
- b. Make a selection solely on the information received in the RFBs and Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this RFB.
- c. Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders and no change in the content of the RFB shall be sought, offered or permitted.
- d. Award a contract to one or more bidder(s).
- e. Withdraw or amend the RFB at any stage.
- f. Accept a separate RFB or any RFB in part or full at its own discretion.
- g. Cancel this RFB or any part thereof at any stage as prescribed in the PPPFA regulation.

2. COST OF BIDDING

The bidder shall bear all costs and expenses associated with preparation and submission of its RFB or RFB, and the MICT SETA shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

3. EXTENSION OF PROPOSAL VALIDITY PERIOD

In exceptional circumstances, prior to the expiration of the proposal validity period, MICT SETA may request Bidders to extend the period of validity of their bid proposals in writing and shall be considered integral to the proposal.

**SECTION 3: FORM A: BIDDER'S ELIGIBILITY FORM****Name of Bidder:****RFB Number:**

We, the undersigned, offer to provide the required services in accordance with the above Request for quotation and hereby declare that our firm, persons, or its directors, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

- a) is not under procurement prohibition by National Treasury, *from doing business with the public sector,*"
- b) have not declared bankruptcy, are not involved in bankruptcy or engaged in corrupt / fraudulent practices, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- c) undertake not to engage in prescribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the MICT SETA or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the MICT SETA.
- d) *We declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this RFQ submission may lead to elimination of our RFQ submission.*

Name: _____

Title: _____

Date: _____

Signature: _____



SBD 1: PART A: INVITATION TO BID

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
COMPANY REGISTRATION NUMBER				
DATE OF REGISTRATION				
VAT REGISTRATION NUMBER				
	TCS PIN:		OR	CSD No:
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)		
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)		
	☐	A REGISTERED AUDITOR		
	☐	NAME:		
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ANSWER PART B:3 BELOW]
SIGNATURE OF BIDDER			DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.				
TOTAL NUMBER OF ITEMS OFFERED	Refer to pricing schedule/costing		TOTAL BID PRICE (ALL INCLUSIVE)	Refer to pricing schedule/costing



PART B: TERMS AND CONDITIONS FOR BIDDING

BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE.
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

TAX COMPLIANCE REQUIREMENTS:

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.



SECTION 4: BIDDING STRUCTURE

Bidding structure

Indicate the type of bidding structure by marking with an 'X':	
Individual bidder	
Joint Venture	
Consortium	
Subcontractors	
Other	
If the bid is submitted as a Consortium or Joint Venture or Sub-Contracting Arrangement list the members of such Consortium or Joint Venture and Sub-Contractors below:	

Bidder's Information (includes bids submitted Individual or as a Consortium or Joint Venture)

Supplier size type (Large or QSE or EME)	
First time business with MICT SETA (Yes/No)	
Number of existing running contracts and total value	
Total number of Employees	

Entity ownership

Ownership category	% of ownership
Black or historically disadvantage individual owned	
Black women owned	
Black youth owned	
People living with disability	
Military veteran	
Other ownership	
Total (100%)	

**SECTION 5: TERMS OF REFERENCE****APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION, CONFIGURATION, MAINTENANCE AND SUPPORT OF A 70 KVA UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM FOR A PERIOD OF THIRTY-SIX (36) MONTHS****1. INTRODUCTION**

The Media, Information and Communication Technologies Sector Education and Training Authority (MICT SETA) is a public entity established in terms of Section 9(1) of the Skills Development Act (Act No. 97 of 1998). The MICT SETA plays a pivotal role in achieving South Africa's skills development and economic growth within the 5 distinct sub-sectors it operates in, i.e., Advertising, Film and Electronic Media, Electronics, Information Technology, and Telecommunications.

2. BACKGROUND

The MICT SETA relies extensively on ICT systems and digital platforms to execute its mandate and support Organisational operations. These systems include network infrastructure, servers, storage systems, communication platforms, security systems, and cloud connectivity services that require stable and uninterrupted power supply.

The current power protection infrastructure has reached a stage where replacement has become necessary due to ageing equipment, operational risks, capacity constraints, and increasing reliability concerns. Frequent power disturbances, load shedding, and electrical fluctuations continue to pose significant risks to critical ICT systems and business continuity. To mitigate operational downtime, equipment damage, data loss, and service interruptions, the organisation intends to procure a new enterprise-grade 70 KVA UPS solution that will provide resilient, efficient, and scalable power protection for the organisation's ICT environment. The proposed UPS solution must support high availability requirements and align with industry best practices for critical ICT infrastructure environments.

3. PURPOSE

The purpose of this bid is to invite suitably qualified and experienced service providers to submit proposals for the supply, delivery, installation, commissioning, testing, and maintenance of a new 70 KVA Uninterruptible Power Supply (UPS) system.

The purpose of this procurement is to ensure the continuous availability and protection of critical ICT infrastructure and business systems against power interruptions, power fluctuations, and electrical disturbances that may negatively affect Organisational operations.

4. OBJECTIVES

The following were identified as objectives for the procurement of an UPS:

- Ensure uninterrupted power supply to critical systems and infrastructure;



- Protect ICT equipment from power surges, spikes, voltage fluctuations, and outages;
- Improve operational continuity and system availability;
- Replace ageing and unreliable power protection infrastructure;
- Enhance Organisational resilience against load shedding and power disruptions;
- Ensure compliance with electrical and safety standards; and
- Provide proactive maintenance and support services.

5. SCOPE OF WORK

The appointed bidder must supply and deliver a new enterprise-grade 70 KVA UPS system, including all required components, accessories, and associated equipment.

5.1. The proposed UPS solution must include:

- 70 KVA online double-conversion UPS;
- Internal and/or external battery banks;
- Battery cabinets/racks;
- Static bypass functionality;
- Maintenance bypass switch;
- Monitoring and management software;
- Network management capabilities; and
- Environmental monitoring components where applicable.

The UPS solution must be new, unused, and sourced from an authorised manufacturer or distributor.

5.2. Technical Requirements

The proposed UPS system must, at a minimum:

- Be rated at 70 KVA;
- Support online double-conversion technology;
- Provide pure sine wave output;
- Include redundancy and overload protection features;
- Provide scalable battery autonomy suitable for critical ICT systems, minimum 2 hours;
- Support SNMP/network monitoring capabilities;
- Include LCD monitoring and diagnostics interface;
- Support integration with existing electrical infrastructure; and



- Comply with relevant South African electrical standards and international best practices.

The bidder must provide detailed technical specifications and OEM datasheets.

5.3. Installation and Commissioning

The service provider shall:

- Conduct a site assessment prior to installation;
- Install and configure the UPS system;
- Perform all electrical connections and integration;
- Test and commission system;
- Ensure minimal disruption to operations during implementation;
- Conduct load testing and failover testing; and
- Provide commissioning reports.

All installation work must comply with applicable electrical and occupational health and safety regulations.

5.4. Training and Knowledge Transfer

The successful bidder shall provide training to designated MICT SETA personnel on:

- UPS operation and monitoring;
- Preventative maintenance procedures;
- Fault identification and escalation procedures; and
- Battery management and safety.

Training materials and operational manuals must be provided.

5.5. Warranty and Maintenance Support

The bidder must provide:

- Minimum warranty period of three (3) years;
- Preventative maintenance services;
- Emergency breakdown support;
- Replacement of defective components;
- Battery health monitoring; and
- Service reports after each maintenance visit.

The bidder must also provide Service Level Agreements (SLAs) indicating response and resolution times.

5.6. Documentation

The successful bidder must provide:



- Technical manuals;
- Warranty certificates;
- Electrical compliance certificates;
- Certificate of Compliance;
- As-built diagrams;
- Maintenance schedules; and
- Asset information and serial numbers.

6. DURATION OF THE CONTRACT

6.1. Duration shall be for a period of thirty-six (36) months from date of appointment.



7. PRICING SCHEDULE

Name of bidder _____

Bid number: _____

Closing date _____

Bid shall remain valid for acceptance for a period of **120 days** counted from the closing date.

Bidders to provide further cost breakdown where necessary under each line item, and sub-total and the overall RFB price (Total) should be included. The below table is for illustration only, however, it should be fully completed:

Item	Required Description: APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION, CONFIGURATION, MAINTENANCE AND SUPPORT OF A 70 KVA UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM FOR A PERIOD OF THIRTY-SIX (36) MONTHS	Quantity	Unit Price	Total Cost (Excl. VAT)
1	Supply of the UPS	1	R	R
2	Installation, configuration and commission	1	R	R
3	Maintenance and Support	36 Months	R	R
Sub-Total			R	
VAT@15%			R	
TOTAL PRICE (INCLUDING VAT)			R	

NB: Bidders must submit this pricing schedule and related Annexure on a Separate envelope.

I/We, the undersigned, agree that this bidding price shall remain binding on me/us and open for acceptance for the period stipulated above.

Authorised Company Representative: _____

Capacity under which this quote is signed: _____

Signature: _____

Date: _____



8. EVALUATION CRITERIA

The MICT SETA complies with the provisions of the Public Finance Management Act, Act No 1 of 1999 as amended; Treasury Regulations of 2005; the Preferential Procurement Policy Framework Act, Act No 5 of 2000; and the Preferential Procurement Regulations of 2022; and the MICT SETA Supply Chain Management (SCM) Policy.

All bids received will be evaluated on the following set evaluation criteria:

Stage 1: Mandatory Criteria.

Stage 2: Functional Evaluation.

Stage 3: Pricing and Specific Goals.

8.1. Stage 1 – MANDATORY CRITERIA

a) Compulsory Briefing Session

The virtual briefing session is a compulsory part of the acquisition process for all participating Service Providers. Non-attendance of thereof will automatically disqualify any prospective bidder.

Proof of compliance to (a):

Attendance Register of the compulsory briefing session held on Microsoft Teams. Representatives are required to write the name of the bidder and contact details.

Note: non-attendance of the compulsory bidders' conference will automatically disqualify any prospective bidder from further evaluation process.

b) Bidder's Accreditation

The bidder must be an OEM/OSM or authorised Distributor or authorised by the OEM/ Distributor to supply, configure and support the proposed UPS.

Proof of compliance to (b):

The bidder must submit valid documentary proof in the form of a certificate or letter from the product owner, OEM/OSM, that the bidder is an accredited or licensed product supplier of the proposed:

- a) If the bidder is an OEM/OSM must submit valid documentary proof of ownership;
- b) If the bidder is authorised directly by the OEM/OSM must submit valid documentary proof indicating that the bidder is authorised to resell or supply, install, configure, and maintain the proposed UPS; or
- c) If the bidder is authorised by a Distributor, then there must be two (02) letters in place:
 - One from the OEM/OSM, which authorises the Distributor to distribute the UPS to resellers; and
 - Another from the Distributor which authorises the reseller to resell or supply, install, configure, and maintain the proposed UPS.

**c) Bidder's Compliance**

The bidder must be registered as an Electrical Contractor with the Department of Employment and Labour in terms of the Occupational Health and Safety Act (Electrical Installation Regulations)

Proof of compliance to (c):

The bidder must submit proof of registration as an Electrical Contractor, in the form of a valid registration certificate or letter from the Department of Employment and Labour.

d) Installation Technician License and Registration

The bidder's installation technician should be in possession of a valid Wireman's License and be registered with Department of Employment and Labour.

Proof of compliance to (d):

The bidder must submit proof of the valid installation technician's Wireman's license and registration with the Department of Employment and Labour.

e) Certification of Compliance

The bidder should be in possession of a valid Certificate of Compliance in accordance with the Occupational Health and Safety Act, issued by the Department of Labour, or the Electrical Contractors Association of South Africa (ECASA), or the Electrical Conformance Board (ECB).

Proof of compliance to (e):

The bidder must submit valid proof of the Certificate of Compliance issued by the Department of Employment and Labour, or the Electrical Contractors Association of South Africa (ECASA), or the Electrical Conformance Board (ECB).

NOTE: BIDDERS THAT DO NOT MEET THE MANDATORY CRITERIA WILL BE ELIMINATED FROM FURTHER EVALUATION PROCESS.

8.2. STAGE 2: FUNCTIONAL EVALUATION CRITERIA

Only bid submissions that have met the requirements of the set mandatory criteria will be considered for functional evaluation. Bids submitted will be evaluated on technical/ functionality criteria out of a maximum of **100 points**. A threshold of **80** out of the **100 points** has been set. Only bidders that have met or exceeded the qualification threshold on technical/ functionality criteria of 80 points will qualify for further evaluation on Price and Specific Goals.

Note: All bidders achieving less than the set threshold will be declared non-responsive.



Assessment of evaluation of the functional / technical criteria will be based on the table below:

FUNCTIONAL CRITERIA WEIGHING		
Category	Description	Score
SOLUTION PROPOSAL	Bidders must submit a proposal that meets or exceeds the following minimum requirements below, as per Section five (5) of the document, Scope of Work: • UPS solution; • Technical Requirements; • Installation and Commissioning; • Training and Knowledge Transfer; • Warranty and Maintenance Support; and • Documentation. Points on submission of Solution Proposal will be allocated as follows: [30 points] • Solution proposal that covers in detail all six (6) elements/minimum requirements of the bid = 30 points • Solution proposal that covers less, none, or does not provide detail for the six (6) elements/ minimum requirements of the bid or no solution proposal = 0 points NB: all elements of the bid scope must be covered in detail. Failure to do so will result in a non-responsive bid.	30
EXPERIENCE AND REFERENCES	Bidders must submit reference letters which indicate that they have provided, installed, configured, maintained and supported at least a 70KVA UPS in the past and they must include the number years the services have been provided to determine the experience. The reference letters must be for projects implemented within the last five (5) years, must be for the bidder's clients from within the Republic of South Africa (RSA), and must include the below information: • Should be on the client's letterhead; • Indicate period of implementation; • Fully signed by the client (authorized personnel); and • Indicate the description and the nature of services rendered.	10



Points on submission of experience in supplying, installing, configuring, maintaining and supporting a UPS that is at least 70KVA in size, will be allocated as follows: [10 points]

- Five (05) or more signed reference letters, from different clients = **10 points**
- Four (04) signed reference letters, from different clients = **08 points**
- Three (03) signed reference letters, from different clients = **06 points**
- Two (02) signed reference letters, from different clients = **04 points**
- One (01) signed reference letter = **02 points**
- Non-compliant/ no reference letter provided = **0 points**

NB: Reference lists or award letters will not be considered for point allocation. In the event of sub-contracting, the bidder must furnish the above reference letters of the main bidder. MICT SETA reserves the right to contact references prior to award.



RISK MANAGEMENT PLAN	Bidders must submit a Risk Management/ Mitigation Plan outlines how the prospective service provider will identify, prioritize, and address risks related to the installation of UPS. Bidders are required to submit a risk management plan with mitigation strategies which at a minimum caters to the following: • Electrical Safety Risks; • Compliance and Legal Risks; • Commissioning Risks; • Business Continuity Risks; and • Battery-Related Risks. Points for the Risk Management Plan will be allocated as follows: [20 points] • A detailed risk management plan that covers all five (05) elements of the risk management plan = 20 points • A detailed risk management plan that covers only four (04) elements of the risk management plan = 16 points • A detailed risk management plan that covers only three (03) elements of the risk management plan = 12 points • A detailed risk management plan that covers only two (02) elements of the risk management plan = 08 points • A detailed risk management plan that covers only one (01) element of the risk management plan = 04 points • A detailed risk management plan that covers no element of the risk management plan = 0 points NB: A detailed risk management plan should clearly indicate risk examples for each risk category identified above with clear mitigation strategies.	20
WARRANTY, SUPPORT AND MAINTENANCE	Bidders must provide a detailed warranty, support and maintenance plan for the UPS Solution. The support plan must cater for the following, at a minimum: • Support Scope – what is covered; • Service Level Agreement;	20



- Support Channels;
- Escalation Procedures;
- Maintenance and Upgrades;
- Monitoring and Reporting;
- Minimum warranty period of three (3) years;
- Preventative maintenance services;
- Emergency breakdown support;
- Replacement of defective components;
- Battery health monitoring; and
- Service reports after each maintenance visit.

Points on submission of the support plan will be allocated as follows: [20 points]

- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers all twelve (12) elements = **20 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only eleven (11) elements = **18 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only ten (10) elements = **16 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only nine (09) elements = **14 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only eight (08) elements = **12 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only seven (07) elements = **10 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only six (06) elements = **09 points**
- A detailed support plan for the maintenance and support of the UPS Solution which covers only five (05) elements = **08 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only four (04) elements = **07 points**
- A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers



	only three (03) elements = 06 points • A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only two (02) elements = 04 points • A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers only one (01) element = 02 points • A detailed support plan for the support plan for the maintenance and support of the UPS Solution which covers none of the six (0) elements = 0 points NB: Bidders must provide a detailed warranty and support plan (not a brief/summary).	
TRAINING PLAN	Bidders must provide a detailed training plan for designated MICT SETA personnel, including training materials, on-site training, and online resources. The training plan must cater for the following, at a minimum: • UPS operation and monitoring; • Preventative maintenance procedures; • Fault identification and escalation procedures; • Battery management and safety; and • Documentation. Points on submission of training plan will be allocated as follows: [20 points] • A detailed training plan which covers all five (05) elements = 20 points • A detailed training plan which covers only four (04) elements = 16 points • A detailed training plan which covers only three (03) elements = 12points • A detailed training plan which covers only two (02) elements = 09 points • A detailed training plan which covers only one (01) element = 04 points • A detailed training plan which covers none (0) of the elements = 0 points	20



	NB: Bidder/s must provide a detailed training plan (not a brief/summary).	
Minimum threshold		80
Technical Evaluation Criteria Total		100

Note: Bidders that do not meet the minimum threshold of 80 points on functional criteria will be declared non-responsive.

8.3. STAGE 3: PRICE AND SPECIFIC GOALS

Only bidder/s or bid proposals received that have met the requirements of set technical/ functionality evaluation criteria will qualify for further evaluation on Price and Specific Goals

Evaluation of Price and Specific Goals according to the 80/20 preference point system in terms of the Preferential Procurement Regulations 2022, where 80 points will be for Price and 20 points will be for Specific Goals.

Specific Goals to be evaluated out of **20 Points**:

Specific Goals Criteria	Points
Enterprise which is at least 51% owned by historically disadvantaged persons.	10
Enterprise which is at least 51% owned by historically disadvantaged women.	05
Enterprise which is at least 51% owned by historically disadvantaged youth.	05
Total	20

**** Enterprises that are not owned by historically disadvantaged persons will be allocated 0 points.**

Bidder must submit the following documents:

- CIPC Document and a valid share certificate(s) (Indicating % shareholding by each director).
- Certified ID Copies of the company's directors as per CIPC documents. (certified copies must not be older than six (06) months).

Failure on the part of a service provider to submit proof or documentation required in terms of this Bid to claim points for specific goals, will be interpreted to mean that preference points for specific goals are not claimed.

**BIDDER'S DISCLOSURE****1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

1.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

**PREFERENCE PROCUREMENT CLAIM FORM****PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1 GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) the **80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100



- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2 DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20	or	90/10
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	or	$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$

Where:

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT



3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

or

$$Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where:

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
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Enterprises which are at least 51% owned by historically disadvantaged persons.	10	
Enterprises which are at least 51% owned by historically disadvantaged women.	05	
Enterprises which are at least 51% owned by historically disadvantaged youth.	05	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a



- fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

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