



**LIMPOPO
LEGISLATURE**

It's your voice, use it!

INVITATION TO BID

**COMMISSION, INSTALLATION AND IMPLEMENTATION OF DISASTER RECOVERY PLAN AND BACK
UP SOLUTION**

BID NO: LPL IT 07/2025

COMPULSORY BRIEFING SESSION: WEDNESDAY, 08 OCTOBER 2025

TIME: 11H00

VENUE: COMMITTEE BOARDROOM

CLOSING DATE: 27 OCTOBER 2025 TIME: 11:00 AM





INVITATION TO BID (SBD1)

Section 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE LIMPOPO PROVINCIAL LEGISLATURE (LIMPOPO LEGISLATURE)					
BID NUMBER:	LPL IT 07/2025	CLOSING DATE:	27 OCTOBER 2025	CLOSING TIME:	11H00 AM
DESCRIPTION	COMMISSION, INSTALLATION AND IMPLEMENTATION OF DISASTER RECOVERY PLAN AND BACK UP SOLUTION				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
THE ENTRANCE OF LIMPOPO LEGISLATURE AT LEBOWAKGOMO GOVERNMENT COMPLEX WHICH IS OPEN FOR 24 HOURS, 7 DAYS A WEEK					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms ALUCIA TALANE		CONTACT PERSON	Mr MAROME P	
TELEPHONE NUMBER	066 519 5499		TELEPHONE NUMBER	072 170 0550	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	talanea@limpopoleg.gov.za		E-MAIL ADDRESS	maromep@limpopoleg.gov.za	
PLEASE NOTE THAT ALL ENQUIRIES SHOULD BE IN WRITING. NO TELEPHONIC ENQUIRIES WILL BE ATTENDED TO. E-MAILS SHOULD BE FORWARDED TO BOTH Ms TALANE AND Mr MAROME FOR WRITTEN RESPONSES					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
DOES THE SERVICE PROVIDER GIVE CONSENT FOR SECURITY SCREENING?	<input type="checkbox"/> Yes <input type="checkbox"/> No		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS	

PART B

TERMS AND CONDITIONS FOR BIDDING

1. 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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT. 1.3. 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 SPECIAL CONDITIONS OF CONTRACT. 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) 1.5. THE LIMPOPO LEGISLATURE IS A NATIONAL KEY POINT AS PER THE NATIONAL KEY POINT ACT, 102 OF 1980, THEREFORE, POTENTIAL SERVICE PROVIDERS SHALL BE SUBJECTED TO A SECURITY SCREENING PRIOR APPOINTMENT
2. 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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
 (Proof of authority must be submitted e.g. company resolution)

DATE:



Compulsory Briefing Session (Declaration of Attendance)

Section 2

BID NUMBER: LPL IT 07/2025

BID DESCRIPTION: COMMISSION, INSTALLATION AND IMPLEMENTATION OF DISASTER RECOVERY PLAN
AND BACK UP SOLUTION

BID CLOSING DATE: 27 OCTOBER 2025 **CLOSING TIME:** 11H00am

BRIEFING SESSION: YES

Applicable: YES

Compulsory: YES

Venue: COMMITTEE BOARDROOM

Date: 08 OCTOBER 2025 **Time:** 11H00

I/We hereby declare that I/we attended the compulsory briefing session to understand the requirements of the Limpopo legislature to supply all or any of the supplies and/or to render all or any of the services described in the attached bid documents, on the terms and conditions and in accordance with the specifications stipulated in the bid documents.

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED AT THE SITE INSPECTION WAS UNDERSTOOD.

SIGNATURE OF BIDDER OR ASSIGNEE(S)

.....

DATE:

Position

Name Bidder

Name of Company.....

SIGNATURE OF LIMPOPO LEGISLATURE OFFICIAL

DATE:

3.1 DOCUMENTS

- 3.1.1. Specify name, position, address and other contact details (e-mail, telephone, and fax) of the person within the service provider organisation responsible for leading the bid process and to whom all correspondence should be directed.
- 3.1.2. The bid shall be signed by a relevant company or close cooperation (CC) representative who has the relevant authority to sign legal and binding contracts on behalf of the company or CC.
- 3.1.3. If any part of this bid is not duly filled in and signed in ink it may invalidate the bid.
- 3.1.4. Where alterations have been made to any part of the bid, the bidder must sign next to (Correction ink/Tippex is not allowed).
- 3.1.5. All bids must be submitted on the official forms (not to be re-typed or altered). The bidder must initial all the pages of this bid to acknowledge acceptance of understanding. The signed bid must be returned with the proposal.
- 3.1.6. The bidder must certify that the personnel identified in its response to this bid will be the persons assigned to Limpopo legislature. Any changes in the personnel from those identified in the response to the Bid must be approved by Limpopo legislature. Limpopo legislature may, at its discretion, require the removal and replacement of any of the bidder's personnel who do not perform adequately.

3.2 SUBMISSION OF BID PROPOSAL

- 3.2.1 This bid must be submitted in accordance with the format, times and place as prescribed in the bid document.
- 3.2.2 All responses must conform to instructions. Failure to provide relevant information, signatures or any other requirements of this bid will be considered appropriate cause for rejection of the response and will result in instant disqualification.
- 3.2.3 Proposals must be submitted with the sections and/or subsections clearly marked. All pages must be numbered consecutively.
- 3.2.4 No faxed or e-mailed copies will be accepted.

3.3 BID RESPONSES

- 3.3.1 Bidders' responses must be laid out in the format prescribed in this section.
- 3.3.2 Sections must be clearly labelled as follows:

3.3.2.1 Service Provider Contact Details

- Specify name, position, address and other contact details (e-mail, telephone, and fax) of the person within the bidding organisation responsible for leading the bid process and to whom all correspondence should be directed.
- Who, within the service provider's organisation, will be authorised to conduct the contract negotiations and sign the eventual contract?

3.3.2.2 Service Provider Profile

- Bidder's name and address
- Company / organisation structure
- Commencement date of business
- Certificate of Incorporation

3.3.2.3 Pricing Structure

- Prices must be quoted in South African currency and must be inclusive of Value Added Tax (VAT).
- Bidders are further requested to indicate their price in all elements listed on the pricing schedule below.
- Pricing on the pricing schedule is for comparative purposes.
- Prices must remain fixed for the duration of the contract. The pricing schedule must be completed.
- The total costs must be inclusive of all costs such as delivery, labour rates,
- Transfer of skills etc.

3.3.3 Quantity of Bids to be Submitted

- 3.3.3.1 Every prospective bidder must submit one (1) Bid proposal and (1) USB with the copy of the Bid proposal in PDF format.
- 3.3.3.2 This Bid document, proposal and all other relevant documentation requested must be submitted in one sealed envelope or sealed box. (except for Financial proposal and all references where bidders' costs are displayed in this document, please put this in a separate envelope)

Bids must be clearly marked **on the front** as follows: **Bid No: LPL IT 07/2025**

Bids must be clearly marked **on the back** as follows:

- **Bidders Name & Bidders Address**
- **Bidders Contact Numbers**

Bid documents may be couriered by registered mail or deposited in the tender box situated at:

**LIMPOPO LEGISLATURE
LEBOWAKGOMO GOVERNMENT COMPLEX**

3.4 ACCESSIBILITY OF THE TENDER/BID BOX

- 3.4.1 The Bid box can be accessed for twenty-four (24 hours). Monday to Friday (including Weekends and Public Holidays), at, **THE ENTRANCE OF THE LIMPOPO LEGISLATURE AT LEBOWAKGOMO GOVERNMENT COMPLEX**
- 3.4.2 Bidders must ensure that bids are delivered in a timely manner and to the correct address. If the bid is late, it will not be accepted for consideration. Bidders must allow sufficient time to access the tender box in the Limpopo legislature through the visitor's entrance and other security checkpoints.

3.5 TIME FRAMES

- 3.5.1 Bidders are advised that Limpopo legislature reserves the right to change any of the dates indicated in the bid document.

3.6 OWNERSHIP OF PROPOSALS

- 3.6.1 All proposals in response to this bid, whether successful or unsuccessful, will become the property of Limpopo Legislature.
- 3.6.2 Any costs incurred by the service providers in preparing and submitting their response will be the sole responsibility of the service provider.

3.7 BID VALIDITY PERIOD

- 3.7.1 This bid and all proposals (costs included) shall remain binding and valid for a period of ninety (90) days calculated from the closing date of the Bid. Limpopo legislature reserves the right to notify bidders in writing to extend the above validity period for another sixty (60) days if deemed in the interest of Limpopo legislature. Any additional extension after the above days, Limpopo legislature will request approval from bidders.

3.8 JOINT VENTURES OR CONSORTIUM

- 3.8.1 A Copy of the Trust, Consortium or Joint Venture agreement, duly signed must be attached.
- 3.8.2 Ensure one responsible lead Bidder in the case of a consortium or joint venture.
- 3.8.3 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their consolidated B-BBEE status level certificate.

3.9 DISCOUNTS

- 3.9.1 When calculating comparative prices, Limpopo legislature will consider any discounts which have been offered unconditionally.

- 3.9.2 A discount which has been offered conditionally will be implemented when payment is effected despite not being taken into account for evaluation purposes.

3.10 GENERAL REQUIREMENTS

- 3.10.1 Prospective bidders may submit their questions to talanea@limpopoleg.gov.za or contact the person assigned to deal with enquiries on the advertisement for this bid.
- 3.10.2 Any costs incurred by the bidders in preparing and submitting their response to the Request for Bids (RFB) will be the sole responsibility of the bidder.
- 3.10.3 Limpopo legislature may request bidders to provide additional pricing information to be utilised for comparative purposes during evaluations.
- 3.10.4 Limpopo legislature reserves the right to invite short-listed bidders to make a presentation to Limpopo legislature's bids evaluation committee to further clarify or substantiate their submissions.
- 3.10.5 Limpopo legislature reserves the right not to award this bid in total, or part thereof.
- 3.10.6 Limpopo legislature reserves the right to re-appoint or extend the service of the service provider where there is a natural continuation of assignments.
- 3.10.7 The successful bidder/s will enter into a stipulated contract with Limpopo legislature for the provision of the required service.
- 3.10.8 The successful bidders, their employees and their sub-contractors must comply with Limpopo legislature security clearance.
- 3.10.9 The successful bidders must be willing to sign confidentiality or non-disclosure agreement.
- 3.10.10 All items supplied by the successful bidder/s must meet the minimum approved requirements of the South African National Standards.
- 3.10.11 All items supplied by the successful bidder/s must be manufacturer guaranteed.
- 3.10.12 All relevant clearances and/or memberships must be submitted to Limpopo legislature upon the renewal throughout the duration of the contract.
- 3.10.13 In the event where the order was wrongly printed, the service provider must be able to exchange goods or cancel the order as per the Limpopo legislature's request.

3.11 CENTRAL SUPPLIER DATABASE REQUIREMENTS

- 3.11.1 This bid is subject to the preferential procurement policy framework act and the preferential procurement regulations, 2022, financial management of parliament and provincial legislature act and the financial management of parliament and provincial legislature regulations, 2015, the general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC)
- 3.11.2 Limpopo legislature cannot award contracts to provide goods and/or services to a Member of Limpopo legislature or Cabinet, a Member of a Provincial Legislature or Member of a Provincial Executive Council, a municipal councillor, a person in the employ of the state/government whose participation in bidding for the contract may result in a conflict of interest, or any entity in which any of the mentioned persons is a Director or has controlling or other substantial interest.

3.12 VISITS / MEETINGS / INSPECTION

- 3.12.1 A part of the adjudication process Limpopo legislature may request certain providers to organize a visit to an existing facility under the management of the service provider to gain an understanding of the provider's service standards.
- 3.12.2 Limpopo legislature may require presentations or meetings with bidders, at the cost of bidders, as part of the evaluation process to provide further information, submission of substantiating documentation or clarification to Limpopo legislature as deemed necessary.

3.12 AWARD OF BID

- 3.13.1 The award of this Bid by the Secretary to Limpopo legislature shall constitute a binding contract, and such acceptance by a letter or e-mail message.
- 3.13.2 The Secretary to Limpopo legislature may award this Bid to more than one successful Bidder, either in full or in part.
- 3.13.3 Limpopo legislature reserves the right not to award this contract.
- 3.13.4 Service Level Agreements will be concluded with the successful service provider.

3.13 SUBCONTRACTING

- 3.14.1 A bidder shall not be awarded the points claimed for B-BBEE status level of contribution if it is indicated in the bid documents that such a bidder intends subcontracting more than 25% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 3.14.2 A contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 3.14.3 In relation to a designated sector, a contractor must not be allowed to subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

3.14 SUBCONTRACTING AFTER AWARD OF TENDER

- 3.15.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 3.15.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 3.15.3 A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3.15 FRONTING

- 3.16.1 The Limpopo legislature supports the spirit of broad based black economic empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the Limpopo legislature condemns any form of fronting.
- 3.16.2 The Limpopo legislature, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry / investigation, the onus will be on the bidder / contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid / contract and may also result in the restriction of the bidder /contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies the Limpopo legislature may have against the bidder / contractor concerned.

3.16 SECURITY AND OCCUPANCY

- 3.17.1 Where applicable, All the areas covered by this contract fall within areas defined in the relevant Security and Access Acts as "Restricted Areas" and all of the provisions of these Acts will apply to this contract.
- 3.17.2 Where applicable, all buildings involved in this contract are subject to stringent access control for all personnel and for materials delivered to and removed from the site. In addition all workmen and staff on site or in any way involved in this contract are subject to prior security clearance. Bidders will be required to submit a list of the minimum sufficient persons required affecting the work on site plus those directly involved on site with this contract. If any person is rejected for security reasons Bidders will be required to replace them on their list. If the Bidder is ultimately unable to offer personnel with satisfactory security clearance his Bid may be rejected on such grounds.
- 3.17.3 Any person rejected by the SAPS for failing to meet the security requirements, inclusive of security clearance, wandering away from an escort or from the immediate contract area, or any misconduct on the site will immediately, without any recourse by the Contractor, be removed from site and refused re-entry to site. This refusal to site shall be in addition to any legal action the SAPS may institute.
- 3.17.4 Successful Bidder will be required to hand in to the Limpopo legislature Security Unit within Forty- Eight (48) hours after being requested, following formal acceptance of the Bid, the following information:
- Full names of each of the persons intended to be utilized on site, including supervisory staff.
 - Position in firm plus service to be performed.
 - Intended areas they will be working in.
 - A copy of Identification Document, certified as a true copy of the original by the SAPS. Such document shall be the original certified copy.

- Home address.

- 3.17.5 Bidders are recommended to have such documentation, both for their own staff and for their Sub-contractors, if applicable, available prior to the closing date of Bids so as to minimise delays in security clearance of personnel once the Bid is awarded.
- 3.17.6 Any time lost due to delays in submitting the called for list of personnel required entering site, the rejection of personnel on the list, or the subsequent removal and banning from site of personnel will not be accepted as motivation for extension of the contract period.
- 3.17.7 Such clearance shall remain valid for a period not exceeding 12 months and shall only apply for one project at a time.

3.17 SAFEGUARDING OF DOCUMENTS

- 3.18.1 All documents will be individually numbered on issue and records kept as to what documents have been issued to whom.
- 3.18.2 All documents issued to sub-contractors or suppliers must be signed for, and such sub-contractors and suppliers must also accept responsibility for the safeguarding of such documents while they are in their possession.
- 3.18.3 All documentation shall be strictly handled as set out in the SSA Minimum Information Security Standards (MISS), a copy of which shall be provided to the successful contractor at the time of site hand over.
- 3.18.4 It will be the main contractor's responsibility to familiarise themselves with the MISS document and make sure his personnel and sub-contractors are advised accordingly.

3.18 BID CANCELLATION

- 3.19.1 Limpopo legislature may amend or cancel this Bid before the award should it deem it necessary.
- 3.19.2 Limpopo legislature may before the award of a bid, cancel a bid if – but not limited to:
- due to changed circumstances there is no longer need for the goods and services specified in the invitation.
 - funds are no longer available to cover the total envisaged expenditure
 - no acceptable bid is received; or
 - there is a material irregularity in the bidding process

3.19 DELIVERY ADHERENCE

- 3.20.1 Delivery of goods must be made in accordance with the instructions appearing on the official Purchase Order issued by Limpopo legislature.
- 3.20.2 All deliveries or dispatches must be accompanied by a delivery note stating the official order number against which the delivery/milestone has been affected.
- 3.20.3 Deliveries not complying with the order forms will be returned to the supplier or service provider's expense



Bid Declaration

Section 4

1) IF THE BIDDER IS IN PARTNERSHIP / JOINT VENTURE / CONSORTIUM.

We the undersigned partners / joint ventures / consortium, tendering as

.....
.....

hereby authorize

to sign this Bid as well as any contract resulting from this Bid and any other documents correspondence in connection with this Bid and/or contract on our behalf.

FULL NAMES:..... CAPACITY

SIGNATURE

2) IF THE BIDDER IS A ONE PERSON BUSINESS / SOLE TRADER.

I, the undersigned..... ,

hereby confirm that I am the sole owner of the business trading as

.....

3) IF THE BIDDER IS SUB-CONTRACTING.

I, the undersigned..... ,

hereby confirm that I will be sub-contracting work to the following company/companies

.....
.....

If more than 25% of the contract/work you enter into Limpopo legislature is to be subcontracted, indicate the following details:

Sub-contractor's name	Value of work to be sub-contracted	% of work to be sub-contracted	BBBEE Level of the sub-contractor

I/WE, THE UNDERSIGNED, WHO WARRANTS THAT HE/SHE IS DULY AUTHORISED TO DO SO ON BEHALF OF THE FIRM ACKNOWLEDGE THAT:

- 1) The information furnished is true and correct.
- 2) In the event of a contract being awarded as a result of points claimed, the contractor may be required to furnish documentary proof to the satisfaction of Limpopo legislature that the claims are correct.
- 3) If the claims are found to be incorrect, Limpopo legislature may, in addition to any other remedy it may have -:
 - a) recover all costs, losses or damages it has incurred or suffered as a result of that person's conduct;

- b) 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;
- 4) Impose a financial penalty more severe than the theoretical financial preference associated with the claim which was made in the Bid.
- 5) I hereby undertake to render services described in the attached Bidding documents to Limpopo legislature in
- 6) accordance with the requirements and task directives / proposals specifications stipulated in this Bid proposal at the price/s quoted. My offer/s remains binding upon me and open for acceptance by LIMPOPO LEGISLATURE during the validity period indicated and calculated from the closing date of the Bid.
- 7) I confirm that I have satisfied myself as to the correctness and validity of my Bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 8) I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
- 9) Declare that I have no participation in any collusive practices with any Bidder or any other person regarding this or any other Bid.
- 10) I confirm that I am duly authorised to sign this contract.

DECLARATION

I hereby agree that, in the event of false, incorrect or misleading information being provided in this declaration, the Secretary to Limpopo legislature shall have the right to:

- recover any losses or damages sustained by Limpopo legislature under such agreement
- restrict the supplier from further business with Limpopo legislature depending on the materiality of the misrepresentation and the degree of prejudice suffered.

Name of Representative: _____

Identity number: _____

Signature: _____ Date: _____

COMMISSIONER OF OATHS

I certify that the above has acknowledged that he/she knows and understands the contents of this document, that he/she does not have any objection to taking the oath, and that he/she considers it to be binding on his/her conscience, and which was sworn to and signed before me at _____ on this the _____ day of _____ 20 __, and that the administering oath complied with the regulations contained in Government Gazette No. R 1258 of 21 July 1972, as amended.

_____(Sign – SERVICE PROVIDER)

_____(Name – SERVICE PROVIDER)

COMMISSIONER OF OATHS STAMP AND DETAILS OF PERSON
ST AMP
NAME & SURNAME: <i>DESIGNATION/RANK:</i> PERSAL/EMPLOYEE NO/SERVICE NUMBER: PLACE/DATE:

COMMISSION, INSTALLATION AND IMPLEMENTATION OF DISASTER RECOVERY PLAN AND BACK UP SOLUTION

1. BACKGROUND

The Limpopo Legislature is an autonomous institution, which is established in terms of the 1996 Constitution of the Republic of South Africa, located in Lebowakgomo.

invites proposals from service providers for a three-year Term Contract for supply, delivery, configuration, commissioning, support and maintenance of a secured and reliable backend data processing and storage hardware (Servers, Storage Attached Network, backup solution, and Fibre Switch) for its Disaster Recovery (DRP) site in Parliamentary village in Polokwane as well as provision of the real-time perimeter monitoring solution and services for the Production site (Lebowakgomo).

2. SCOPE OF WORK (TECHNICAL)

The bidders are invited to propose reliable, robust, secured and scalable IT DRP solution that matches or exceeds the technical specifications (as presented below) of the Servers, Storage Attached Network, backup solution, Fibre Switch, LAN switches, Rack-Mount Cabinet, KVM, KMM and all accessories required to complete the Legislature IT Disaster Recovery solution. The bidders' proposed solutions should take into account the Legislature Disaster Recovery Strategy (see item 4 below). The bidders should advise on the Wide Area Network (WAN) connectivity requirements of their proposed DRP solution to ensure that scheduled data replications between the live production site and the DRP site at parliamentary village are successfully carried within specified time.

The bidder shall provide Uninterrupted Power Supply, Access Control and Fire Suppression System with cooling system for the DRP site and for Live Production site (Lebowakgomo) shall provide only the Fire Suppression System. The bidder's proposed DRP Server Centre solution should be Tier 3 Server Centre. The service provider shall provide sufficient backup power through UPS, network communication facilities, access control system, fire suppression system, and soft services etc. as applicable for Server Centre and as required for the proposed equipment on 24 x 7 basis in order to maintain uptime of the DRP facility. The bidder shall lastly provide Managed Information Security Solution (real-time perimeter monitoring as well as Log Collection and analysis services).

NB: Bidders shall supply, deliver, install and cost all equipment, material, accessories, mounting hardware, software, licenses, cables and any other necessary components that are required to complete the commissioning of bidders' proposed solutions. Bidders shall

consider product roadmap when proposing solutions to avoid proposing products that have already been phased out or are about to be phased out.

3. TOPOLOGY

3.1 Communications and Networking

- 100% Cisco Gigabit Ethernet backbone
- There are 12 (twelve) Cisco LAN switches in six (6) locations within Legislature.
- Two (2) VLAN segments
- Dedicated fiber plant in buildings Lebowakgomo.
- LAN infrastructure built on Krone-compliant Gigaspeed copper cables
- 302.n wireless network deployed in Lebowakgomo.
- three (3) network servers in a native-mode Active Directory environment. Servers provide a wide array of services. Examples include email servers, network control servers and application servers.
- Internet connection is through one dedicated 200 Mb fiber connection. Bandwidth shaping and traffic prioritization is accomplished with and Cyberoam bandwidth shaping device.

3.2 Business Applications

The table below lists all approved Business Applications

NAME OF SYSTEM	PURPOSE
Sage X 3	Financial system
Sage 300	Payroll and HR
To be procured	Document Management System
To be Procured	Library and Record Management system
Exchange	Mail Server
To be procured	Risk Management
Ms Defender	Antivirus
Dr Doc	Old Document Management Server
Firewall	Security suite
Mimecast	Email archive

3.3 Data processed at Live Production site

The Limpopo legislature has three (03) virtualized servers that are used for various purposes and are all currently running Microsoft Windows Server 2012 R2 Standard. The Limpopo legislature might, on need-basis or quarterly, write the images of all its servers for future use. The Limpopo legislature would like to replicate its databases and files as specified below:

Server Role	Current Database/File Size (GB)
Mail	8 TB
Financial system	11 TB
Backup	5 TB
Document Management	1 TB
Payroll & HR	1 TB
Windows updates services	400 GB
Antivirus	600 GB

4. DISASTER RECOVERY STRATEGY (VIRTUALISATION AND SAN)

Limpopo Legislature 's ICT Disaster Recovery solution is architected around two separate interconnected data centres, in order to offer high availability and minimal downtime. The current data room at Lebowakgomo building the primary production servers. For disaster recovery, a secondary data room will house the recovery servers, where data will either be mirrored in real time or near real time depending on the business requirements, from time to time as would be defined by the Business Impact Analyses and Risk Assessment.

Without a failover site that has the necessary redundancy, the IT Unit cannot access the offline data backups. With this in mind, the IT systems that have a high priority and zero downtime at critical times to the business (Financial and HR/Payroll applications) require a fully redundant and duplicated platform design.

4.1 Server Virtualisation

The technology platform at the DRP site will be based on server virtualization and utilization of a Storage Area Network (SAN) backend as the primary storage mechanism. Application servers will connect to the SAN on which all operating systems and data will reside. The primary systems will be run on new server hardware, which is based on Intel's latest-generation micro architecture.

Hardware consolidation is achieved by running servers as Virtual Machines. This allows multiple Windows Server instances to be run on a single physical server. Server hardware acquisition should support virtualisation technology. Server

virtualization is the masking of server resources, including the number and identity of individual physical servers, processors, and operating systems, from server users.

Server virtualization provides a way for Limpopo Legislature to practice redundancy without purchasing additional hardware. Redundancy affords Limpopo legislature to run the same application on multiple servers. It's a safety measure, if a server fails for any reason, another server running the same application can take its place. This minimizes any interruption in service. It wouldn't make sense to build two virtual servers performing the same application on the same physical server. If the physical server were to crash, both virtual servers would also fail. The design incorporates redundant virtual servers on different physical machines, as well as different data centres.

4.2 SAN (Storage Area Network)

A SAN backend with virtualisation offers the following advantages:

- *Better disk utilization*

The main benefit Limpopo Legislature derives from installing a SAN is better disk utilization. When all storage is tied together through a centralized storage network, the Limpopo Legislature gains the ability to manage everything as a single entity. This gives Limpopo Legislature the ability to slice up the central pool of storage resources at the network level and assign that storage more intelligently to the servers that need it.

- *Better hardware utilization*

There will be less physical server hardware, resulting in better resource utilisation. Power consumption will be lower due to fewer servers and the use of more efficient blade servers. Additional power savings will be made subsequent to the lower cooling requirements. This supports an initiative to moving to towards "Green IT" as well as lowering the cost of electricity utilisation.

- *DR solution for multiple applications*

With many critical servers in the data centre running applications that simply can't go down as well as the need to be recovered quickly if a disaster strikes, the best solution is a SAN. Although the upfront costs for implementing a SAN- based disaster recovery solution are higher than the traditional approach of local storage, the benefits can be realized in just a single hour if a disaster

happens. The cost of downtime is critical to the Limpopo Legislature

- *Better availability for our applications*

Storage arrays in storage networks are built from the ground up to be as reliable and redundant as possible with the aim to never go down. They use pre-failure notification technology like *email home*, where the storage array itself sends a notification to the manufacturer to report that one of its components might fail. Equipment that you find in a SAN is built to highly robust standards. Applications fail because of data becoming corrupted by things going wrong with the disks that those applications use. The storage arrays in a SAN use very good data protection algorithms to make sure that your data stays consistent.

- *Backup windows are taking too long*

Decreasing the time needed to back up large volumes of data is also one of the major benefits of installing a SAN. With the use of Snapshot Technology that SAN's offer, they enable making hardware-based, exact duplicates of your data almost instantly. The duplicates can be used as both the backup of Limpopo legislature data and as a source for backing up that data to a tape library connected to our SAN. This is known as a disk to disk to tape topology that is the ideal method of backup.

The secondary data room as part of the implementation will house a secondary SAN which will provide full redundancy in the event of a disaster. It will contain near live mirror images of the application servers in the primary production environment. It will be located in at the DRP site. Given time and resource availability a separate data room at Lebowakgomo building (production environment) will be earmarked for establishment of the hot DR, Test Environment and Restore environment to support high-priority disaster.

5. MINIMUM TECHNICAL SPECIFICATIONS OF THE IT DRP AND REAL-TIME PERIMETER MONITORING SOLUTIONS

5.1 VMWARE VIRTUAL SERVER CONNECTED TO A CENTRAL SAN

The bidder will supply, deliver, configure and commission two servers (one server to be preloaded with the latest version of VMWare, mirrored and ready to accommodate installation of Virtual Servers whereas the third server should be

configured as Management and Backup Server). The VMWare mirrored server will be connected both to the LAN switch and a Fibre Channel switch (which, in turn, will be connected to a Backup Server and SAN devices). The Management and Backup Server will be connected to the LAN switch. The bidder shall provide everything necessary to complete provision of the backend devices whose technical specifications are detailed below.

5.1.1 RACKMOUNT SERVER

- Server Type 1 (One x Server to host Virtual Server)

Bidder's Proposed:		Make :	Model:	
Item	Description	Comply		
		Y	N	
Processor	Processor Sockets: 2 2 x Intel® Xeon® Processors E5-2699 v4 (55MB Cache, 2.20GHz)			
Substantiate if answer is No:				
Memory	DDR4 DIMMs at up to 2400MT/s; Total DIMM slots: 12 Memory : (32GB x 4) + (16GB x 4) = 192GB			
Substantiate if answer is No:				
Disk Storage Capacity	Up to 8 x 3.5" SAS, SATA, nearline SAS, SSD drives			
Raid Controllers	PERC H730 Integrated RAID Controller, 1GB Cache			
Hard Disk Capacity	4 x 2TB SATA 7.2k 3.5" HD Hot Plug			
Substantiate if answer is No:				
I/O Slots	Support for up to 5 x PCIe • 3 x PCIe 3.0 and 2 x PCIe 2.0			
Network Controller	4 x 1GbE			
Substantiate if answer is No:				
Supported Hypervisors	Citrix® XenServer, VMware vSphere® ESXi®, Red Hat® Enterprise Virtualization			
Operating System	Microsoft Windows Server® 2012 R2			
Warranty	3Yr ProSupport and Next Business Day On-Site Service			
Substantiate if answer is No:				

- **Server Type 2 (1x Server for use as Management and Backup Server)**

Bidder's Proposed:		Make :	Model:	
Item	Description	Comply		
		Y	N	
Processor	Processor Sockets: 1 1 x Intel® Xeon® Processors E5-2448L (20MB L3 Cache, 1.8GHz, 8 Cores)			
Substantiate if answer is No:				
Memory	DDR4 DIMMs (Total DIMM slots: 6) Memory : 16GB x 4 = 64GB			
Substantiate if answer is No:				
Drive Bays	Up to eight 2.5" hot-plug SAS, SATA or SSD or four 3.5" SAS, SATA			
Hard Disk Capacity	4 x 2TB SATA 7.2k 3.5" HD Hot Plug			
I/O Slots	2 PCIe slots: <ul style="list-style-type: none"> • One x8 PCIe slot with x4 bandwidth, 2.0, half-length, half-height • One x16 PCIe slot with x16 bandwidth, 3.0, half-length, full-height 			
Substantiate if answer is No:				
Raid Controllers	Internal Controller: PERC H310 Adapter RAID Controller			
Substantiate if answer is No:				
Supported Hypervisors	Citrix® XenServer, VMware vSphere® ESXi®. Red Hat® Enterprise Virtualization			
Substantiate if answer is No:				
Embedded NIC	1Gb Ethernet: Broadcom 5720 Dual Port 1Gb NIC			
Operating System	VMware® vSphere® ESX™ and ESXi™ Microsoft Windows Server® 2012			
Warranty	3Yr ProSupport and Next Business Day On-Site Service			
Substantiate if answer is No:				

5.1.2 SAN (STORAGE AREA NETWORK)

- **1x SAN to be used as Centralized Shared Network Data Storage Device**

Bidder's Proposed:		Make :	Model:	
Item	Description	Comply		
		Y	N	
Processor	Intel® Xeon® Processor E3-1265L v2, 2.50GHz, 4 cores			
Substantiate if answer is No:				
Controllers	2 hot-swappable controller modules per chassis			
Memory	32GB per disk array (16GB per Controller)			
Substantiate if answer is No:				
Internal Storage	24 x 2.5" Drive Bays			
Supported Drive Types	HDD: 15K, 10K, 7.2K RPM; SSD: write-intensive and read-intensive drives in SLC, MLC and TLC formats. Drive types can be mixed in the same system.			
Hard Disk Capacity	24 x 300GB SATA 7.2k 325" HD Hot Plug			
Network/Server Connectivity (front-end)	Fibre Channel model: 8 x 8Gb FC ports per disk array (4 per controller)			
Internal Drive Connectivity (Back-end)	4 x 6Gb SAS ports per disk array (2 per controller)			
Substantiate if answer is No:				
Standard Replication	Synchronous/Asynchronous using FC			
Substantiate if answer is No:				
Host OS Support	Microsoft® Windows Server®, Oracle® Solaris, HP®-UX, Oracle Linux, IBM® AIX®, Novell® NetWare, SLES, Apple, HPTru64, VMware®, Citrix® XenServer®, RedHat®			
Third-Party application integration	VMware, Oracle, Microsoft, IBM, OpenStack, Symantec, Commvault, Foglight, Docker			
Substantiate if answer is No:				
Warranty	3Yr ProSupport and Next Business Day On-Site Service			
Substantiate if answer is No:				

5.1.3 16-PORT DIGITAL KVM (KEYBOARD, VIDEO AND MOUSE)

- *KMM (Keyboard, Monitor, Mouse)*

The Keyboard, Monitor, Mouse (KMM) solution should include a large 18.5-inch

flat panel LED screen, a keyboard and a touchpad mouse, all contained in a space-saving 1U package.

- **16-Port Digital KVM Switch**

Description	Requirements	Comply	
		Y	N
# of Remote Users	1		
Communications	TCP/IP		
Chassis	1U		
Management	On-board Web Interface via browser		
Switch Access	USB Keyboard/Mouse, VGA Video		
Device Access	USB, PS2, SUN, Serial		
Video Support	Analog VGA, SVGA, and XGA 16:10 widescreen, up to 1680 x 1050 4:3 standard, up to 1600 x 1200		

5.1.4 FIBER CHANNEL SWITCH AND WAN CONNECTIVITY DEVICE

Bidder's Proposed:		Make :	Model:	
Item	Description	Comply		
		Y	N	
Fibre Channel Ports	24 ports, universal (E,F,M,FL or N)			
Substantiate if answer is No:				
Scalability	Full-fabric architecture with 239 switches maximum			
Substantiate if answer is No:				
Performance	1.063 Gbit/sec line speed, full duplex; 2.125 Gbit/sec line speed, full duplex; 4.25 Gbit/sec line speed, full duplex; 8.5 Gbit/sec line speed, full duplex. Auto-sensing of 1 Gbit/sec, 2 Gbit/sec, 4 Gbit/sec, and 8 Gbit/sec port speeds; optionally programmable to fixed port speed. Speed-matching between 1, 2, 4, and 8 Gbit/sec ports.			
Substantiate if answer is No:				
Aggregate bandwidth	408 Gbit/sec: 24 ports × 8.5 Gbit/sec (line rate) × 2 (full duplex)			

Media Types	<p>4 Gbit/sec: Requires Brocade hot- pluggable, Small Form-factor Pluggable (SFP), LC connector; 4 Gbit/sec Short-Wavelength Laser (SWL)</p> <p>8 Gbit/sec: Requires Brocade hot-pluggable SFP+, LC connector; Short-Wavelength Laser (SWL); distance depends on fiber-optic</p>		
-------------	--	--	--

Bidder's Proposed:		Make :		Model:	
Item	Description	Comply			
		Y	N		
	cable; 8 Gbit/sec Extended Long-Wavelength Laser (ELWL).				
Substantiate if answer is No:					

The bidder shall propose a robust and reliable high-speed WAN connectivity device to complete connectivity between the DRP and the Live Production sites for daily data replication.

5.1.5 42U RACK-MOUNT CABINET AND CABLING

Supply of a complete 42U Rack-mount cabinet suitable to host all of the above Backend hardware.

5.2 UPS AND FIRE SUPPRESSION SYSTEM WITH COOLING

5.2.1 FIRE SUPPRESSION SYSTEM WITH COOLING

With the amount of electrical equipment and heat generated in a Data Centre, fires are a real and constant threat. To protect our valuable Equipment's and Data, the bidder shall design, provide and implement a Fire Suppression System with Cooling and Access Control at the DRP facility. Implement a smart Integrated Fire Suppression System with cooling at the DRP site which is capable to protect Data centre equipment from fire, smoke and monitor environmental conditions and trigger alerts effectively. The Fire Suppression System is also required at the Head Office Server Centre (Lebowakgomo building) but the cooling system is required only at the DRP site.

The Limpopo legislature Head Office Server Room is located at Lebowakgomo with a raised floor of 0.27m. The Limpopo legislature DRP Server Room will be located at Parliamentary village in Polokwane the measurements of the room and the raised floor should form part of the specification

The table below shows the devices that are in both the Live Production and DRP sites.

Live Production Server Room	DRP Site Server Room
3 x sage servers	
1 x AD server	1 x server is required inline with the specification above.
Firewall units/ devices	
Switches	
Old servers	

Technical Requirements

- **Automatic Thermal and Fire Detection (Lebowakgomo building and DRP site)**

Server Rooms are usually isolate and least accessed Room in any Office. Hence it is essential for any Fire Suppression System to detect Fire Automatically. While traditional smoke detectors are placed on the ceiling and can only detect Fire when smoke reach to it, in the case of Fire in an Electrical Equipment this could be too late to react. The System should have a Thermal Detection feature so that a Fire can be detected prior to any visible Fire, and necessary measures can be taken to minimize the damage.

- **Audible and Visual Signal (Lebowakgomo building and DRP site)** The Fire Suppression System should have its own built-in Audio and Visual signalling system.

- *SMS/Email Notification (Lebowakgomo building and DRP site)*

The proposed system should have smart notification features which can be configured to trigger on different thresholds for various sensors. The system should have following notification features:

- ✓ **Email Notification:** the system should be able to send email notification to set email addresses whenever email notification is triggered based on the configuration.
- ✓ **SMS Notification:** The system should be able to send SMS automatically for given numbers whenever SMS notification is triggered based on the configuration.
- ✓ **Voice Call:** The System should be able to make a voice call to a given number and play pre-recorded

- *Clean Agent, Gas/Chemical Extinguisher (Lebowakgomo building & DRP site)*

While Water is most common agent to extinguish Fire, using water to

extinguish fire in a Server Room will do more damage to the equipment than the fire itself. The proposed Fire Suppression System should not cause damage to the electronic equipment in the Server centre and should not leave any residue.

- *Access Control (Lebowakgomo building & DRP site)*

The proposed system is preferred to have built-in access control to the Server centres or Racks to control and monitor the physical access to the servers / Server centres. Preferred to have fingerprint validation to the premises.

5.2.2 UNINTERRUPTED POWER SUPPLIES (ONLY FOR DRP SITE)

The bidder shall provide power connectors / sockets in line with the type of equipment that will be installed in the DRP Data Centre. The power connectors that take multiple power plugs shall be the preferred option. The bidder shall also provide and install adequate Uninterrupted Power Supplies (UPSs) based on the backup power requirements of the bidder's proposed solutions. The recommended UPSs must be wired with the Distribution Box and the bidder shall make provision for future connection of the UPS with the Generator or Solar Panel so that the UPSs should continue to receive power from the Generator.

5.3 MANAGED INFORMATION SECURITY SOLUTION

The Limpopo legislature seeks a service provider who can add value to security information and log management by assessing real-time data (REAL-TIME PERIMETER MONITORING TIER) and stored logs (LOG COLLECTION AND ANALYSIS TIER) to add context to incident identification and response. The services are required both for the live production and DRP sites.

In addition to the requirements set forth below, the Limpopo legislature requires Managed Security Service Provider (MSSP) to designate an account manager for the entire duration of the contract. The MSSP account manager will participate in quarterly status meetings, provide the Limpopo Legislature with SLA and other reports and escalate any issues according to defined escalation procedures, etc. The Limpopo Legislature requires MSSP to have a Security Operations Center(s) (SOC) that operates 24 hours a day, 7 days per week. The SOC engineers shall be reachable by telephone and e-mail.

The MSSP shall provide authorized Limpopo Legislature administration access to a web based SOC portal in order to obtain on-demand, real time views of its monitored devices. The MSSP shall record all incidents in an issue tracking system, and make such system available to appropriate Limpopo Legislature personnel. Individual contacts should be able to obtain real time and historical performance data for all monitored devices. They are also the primary contacts for the Managed Security Service Provider (MSSP) in case of security incidents, monitored device outages or scheduled maintenance notifications.

5.3.1 Real-time Perimeter Monitoring tier:

Monitor the Limpopo Legislature network security equipment and provide real time analysis and alerts, focusing on actionable events for customer notification and real-time monitoring schemes which reduce/prioritize the volume of data that must be quickly analyzed. The MSSP must be able to apply their knowledge of external threats and attacks they encounter across the devices monitored for all of their customers to add value to the analysis of alerts for Limpopo Legislature .

The Limpopo Legislature seeks service providers that can offer an integrated dashboard of real-time monitoring and log analysis and reporting functions and workflow as well as regular operations status reports. The operations status report/dashboard must include detailed statistics for the monitored security services. This may include overview of each ticket recorded during reporting period, device utilization graphs, etc. The incident report should contain overview of all security incidents detected within reporting period, including assessment and actions taken. Respondents must provide examples of reports they will use. Reports must be made available electronically through the secured portal.

With the exception of its IDS modules where the vendor will be responsible for configuration, management and monitoring, Limpopo Legislature will retain management of the monitored devices. Vendor's solution will employ a strategy to gather event data from monitored devices; forward such data to a secure operations center or portal, filter/data mine this data, and report findings to the appropriate Limpopo Legislature IT personnel based upon

predefined trigger/escalation thresholds which are to be recommended by the MSSP and agreed to by Limpopo Legislature.

5.3.2 Log Collection and analysis tier:

Provide security log aggregation, collection, retention, archival and analysis of such for compliance reporting and vulnerability/exploit remediation recommendations. Log collection is not subject to real-time alerts; it is considered analysis-after-the-fact. Regular inspection of collected log data is required with special attention given to identifying evidence of privilege escalation and unauthorized creation of accounts.

Log collection requirements shall include the acquisition of all log data and the retention of that data for one and a half years, even after review and reporting, to meet the Limpopo Legislatures auditing and compliance needs.

5.4 PROFESSIONAL SERVICES

The bidder shall perform the following mandatory professional services:

- Supply, deliver, assemble, install, test and fully commission all equipment, material, accessories, mounting hardware, software, cables and any other necessary components that are required to complete the bidder's proposed IT DRP and Real-Time Perimeter Monitoring solutions. All software provided by the bidder shall be fully license and annual software renewal costs should be clearly specified.
- Configure, test and commission daily data replication between the live production and DRP sites
- Configure, test and commission the data backup solution and shall ensure that daily data backups are successfully carried out. Tape cartridges shall be changed on daily basis to offsite storage location
- Configure, test and commission the Managed Information Security solution
- Document system and data restore tests procedures and perform restore tests on quarterly basis without fail
- Transfer skills to Limpopo Legislature IT personnel (training programme to be provided)
- Document the proposed solutions
- Provide support and maintenance services

- Quarterly SLA reporting

6. COST SUMMARY OF REQUIRED GOODS AND SERVICES

Item	Description	Make and Model	Total VAT Incl. Cost
1	Professional services for supply, delivery, installation, testing, configuration and commissioning of the following devices as well as their warranty costs as per the technical specifications above:		
1.1	1x Type 1 server		
1.2	1x Type 2 server		
1.3	1x Storage Attached Network		
1.4	1x Fibre Channel Switch		
1.5	2x Managed information Security devices		
1.6	1x WAN Connectivity hardware (router)		
1.7	1x 42U rack-mount cabinet supplied with KMM and KV. Cost to include installation of items 1.1 to 1.5 above inside the 42-U rack mount cabinet		
Grand Total			

7. COST SUMMARY OVER A THREE-YEAR PERIOD

7.1 Project Delivery Costs (VAT Inclusive)

Description	Year 1	Year 2 including Price escalation	Year 3 including Price escalation
Total cost for delivery and complete commissioning of the bidder's proposed DRP infrastructure at Parliamentary Village (Once-off)			
Support and Maintenance Services			
Software Licensing (bidder to list all software licenses in separate sheet)			
Others costs (e.g. Consulting fees, travelling, accommodation)			
Grand Total (Year 1 + Year 2 + Year 3)			

7.2 Time and Material Costs (VAT Inclusive)

Please provide a separate and detailed costing of additional issues that are not covered in the table above but might be necessary (on time and material) during the contract period (e.g. professional services, travelling, accommodation etc.)

Description	Year 1	Year 2 including Price escalation	Year 2 including Price escalation
Brief description of additional costs	VAT inclusive unit cost during Year 1	VAT inclusive unit cost (with price escalation) for Year 2	VAT inclusive unit cost (with price escalation) for Year 3

8. LIST OF ITEMS THAT MIGHT BE PURCHASED ON NEED BASIS

NB: Items listed in the table below might only be considered when need arises. That is, it is possible that none of the listed items could be requested throughout the contract period. The prices on the table below should be fixed for the first twelve (12) months.

Item	Description of item	Qty	Bidder's Proposed Brand	VAT inclusive Cost/item
BACKEND HARDWARE AS PER THE TECHNICAL SPECIFICATIONS				
1	Type 1 Server	1		
2	Type 2 Server	1		
3	Storage Attached Network (SAN)	1		
4	6TB LTO-7 Ultrium Tape Cartridge	1		
5	Fibre Channel Switch	1		
6	42U Rack-mount Cabinet with KMM & KVM	1		
ADDITIONAL HARDWARE				
1	Cisco Catalyst SFP based 48-Port switch	1		
2	Cisco Catalyst SFP based 24-Port switch	2		
3	Cisco 10GBASE SFP+ modules	1		
4	Micro Server (Intel® Celeron® G1610T (2.3 GHz/2-core/2 MB/35 W) Processor, 4 GB (1 x 4 GB) PC3-12800E-11 DDR3 UDIMM and 6 TB (2 x 3 TB) 3.5" SATA)	1		
5	2TB Slim Backup Plus Hard Drive	2		
6	5TB Backup Plus Desktop Drive	2		

9. CORE SUBMISSION REQUIREMENTS

- Detailed proposals (product descriptions, brochures and datasheets as per the technical specifications)

- ²⁸ • Bidder shall provide detailed costs of the proposed solutions and also summary of the

costs as per the tables above (Price(s) quoted must be firm for one year and might escalate at an annual rate to be determined by the bidder. Price(s) must also include all costs (material, labour, hardware, software, licensing, professional, transport, insurance, etc.) that are associated with the complete delivery of the required solutions and must include VAT))

- Technical Capacity (Project Structure/Team with roles and responsibilities of each position fully defined, Curriculum Vitae (CVs) of Human Resources to be deployed to provide professional services for assembly, installation, configuration and commissioning of servers, Storage Attached Network, Fiber Channel Switch, Tape Library and rack-mount solution)
- The bidder shall provide a Project Plan and Methodology to ensure non-interruption of Limpopo Legislature ICT services during delivery of proposed solutions
- Bidder shall provide letters or any other form of accreditation from the original equipment manufacturers (OEMs) of the hardware/software to serve as proof that the bidder is certified to supply/distribute and/or to support and maintain the bidder's proposed server, data storage and information security solutions.
- Reference of recent similar Projects (at least two referees that are not older than five years). This section should provide the track record and experience of the firm highlighting their experience in the supply/work that is similar or related to the goods/services being procured by Limpopo legislature . The term "similar" refers to contracts which are closest to the contract being tendered, or are very closely related or associated with what Limpopo legislature is procuring.
- Track record of the bidding company refers to contracts entered into by the company as an entity, and not based on the individual capacity of the members of the team or the company's owner or key personnel.
- The bidder shall provide SLA appropriate to the goods and services as per this Request for Proposals
- The bidder shall supply, deliver, install and cost all equipment, material, accessories, mounting hardware, software, licenses, cables and any other necessary components that are not indicated in this RFP but are required to complete the commissioning of the solutions required by Limpopo legislature technical specifications

EVALUATION CRITERIA

The evaluation criteria are weighted to reflect the importance of project requirements noted in all Specifications: All proposals submitted shall be evaluated based on the following criteria:

- Evaluation Stage One: Administrative Compliance
- Evaluation Stage Two: Pre-qualification functionality criteria
- Evaluation Stage Three: 80/20 preference point system

10.1.1 **Stage One Evaluation: Administrative Compliance**

This is the evaluation criteria that measures compliance of service providers with the administrative requirements of this request and mandatory functional requirements as listed in the Terms of Reference. Service providers who fail to meet all requirements will be disqualified from further evaluation.

10.1.2 **Stage Two Evaluation: Functionality Evaluation Criteria**

The evaluation criteria for measuring functionality, and the weighting attached to each criterion is listed in the table below. Service Providers who score 70 points and above will be considered for further evaluation. Failure to meet the minimum threshold of 70 points will result in automatic disqualification.

Element	Points Allocated	Submission
<p>1. Company Experience: Past and Current Projects, The quality of experience in providing or supporting similar projects within the past five years.</p> <p>a. Only Disaster Recovery Plan Project(s)</p> <ul style="list-style-type: none"> ✓ Four or more reference letters attached = 20 points ✓ Two to three reference letters attached = 15points ✓ One or Less reference letter = 5 points 	20	
<p>2. Personnel Technical Capacity</p> <p>a) Project Manager: A Minimum >= Five (05) Years' Experience Working in Disaster Recovery Environment or Solutions. Attach a CV and Certified Copies of B Degree in ICT Related Course (NQF LEVEL 7 Or Higher) and A Certificate in COBIT5 or ITIL Certificate. = 20 points.</p> <p>b) Project Manager: With a minimum <= Five (05) Years' Experience Working in Disaster Recovery Environment or Solutions. Attach a CV and Certified Copies of B Degree in ICT Related Course (NQF LEVEL 7 Or Higher) and A Certificate in COBIT5 or ITIL Certificate. = 15 points.</p> <p>c) Project Manager: With a minimum <=Five (05) Years' Experience Working in Disaster Recovery Environment or Solutions. Attach a CV and Certified Copies of National Diploma in ICT Related Course (NQF LEVEL 6 Or lower) or A Certificate in COBIT5 or ITIL Certificate. = 5 points.</p>	20	
3. Virtualisation Storage Certification.	20	

<p>3.1 Bidders are required to provide proof of Vitalization Storage Certification as VMware certified partners in the following categories:</p> <p>a. Level 3: Premier = 20 points. b. Level 2: Enterprise = 15 points. c. Level 1: Professional = 5 points.</p>		
<p>4. The bidder should:</p> <p>4.1 Be International Standard Organisation (ISO) or South African National Standards (SANS) 27001 certified:</p> <p>a. Attached certified ISO or SANS 27001 certificate = 20 points. b. No attached certified ISO or SANS 27001 certificate = 5 points</p>	20	
<p>5. Risk Management Plan</p> <p>The Limpopo Legislature is required to establish, implement and maintain a formal and documented process for business impact analysis and assessment and the Risk management plan should detail how real time objective and recovery point objective will be implemented to mitigate a data loss in case of disaster. The bidder is thus required to outline their proposed methodology for business impact analysis and risk assessment on disaster recovery solution.</p> <p>Good Proposed methodology meets the required standards of ISO 22301:2012 or Equivalent = 20 points</p> <p>Average Proposed Methodology which is partially aligned to a standards of ISO 22301:2012 = 15 points.</p> <p>Poor Proposed Methodology which doesn't meet any ISO Security Standard = 5 point</p>	20	
<p>Total points</p>	100	

10.1.3 **Stage three Evaluation: 80/20 Preference Points System**

Price	80%
Specific goals	20%
Total points for price and specific must not exceed	100%

Calculation of Specific goals

Points must be awarded to a bidder for attaining the specific goals in accordance with the table below:

Specific goals to be allocated in terms of the tender	Number of Points to be allocated	Means of Verification
Total Points	20 Points	
HDI's and Specific Goals		
Black Ownership	4	Any Person who meets the definition of black in terms of the Constitution. The CSD report will be used as means of verification. The shareholding percentages of black ownership must be 50% or more on the CSD report for the bidder to be allocated the maximum points.
Woman Ownership	4	The CSD will be used as means of verification for woman ownership. The shareholding percentages of the woman ownership must be 50% or more on the CSD report for the bidder to be allocated the maximum points.
Youth	3	Any person in terms of the constitution below the age of 35 years. The CSD will be used as means of verification for youth ownership. The shareholding percentages of the youth ownership must be 50% or more on the CSD report for the bidder to be allocated the maximum points.
Locality (Limpopo Province)	3	The service providers must attach municipal rates for company/proof of residence from Traditional authority / Ward councilor, lease agreement must be with proof of residence for company.
Person with Disability	3	The service provider must attach medical certificate from the doctor as means of verification to substantiate the points to be claimed. The shareholding percentages of the disability ownership must be 50% or more on the CSD report for the bidder to be allocated the maximum points.
Small, Medium and Micro enterprise (SMMEs)	3	The service provider must attach valid BBBEE/Sworn affidavit for the points to be claimed.



Mandatory and Compulsory Requirements

Section 6

These are compulsory documents required for this bidding. Should the bidder fail to submit the following **MANDATORY/COMPULSORY** documents your bid will be disqualified automatically:

Item	Description	Yes	No
1	Bid Proposal		
2	Invitation to bid (SBD1): completed and signed		
3	Specification /Terms of Reference		
4	Pricing Schedule (Firm Pricing) SBD 3.1		
5	Did you submit the Price Breakdown		
6	Did you submit a total bid price including vat, For the duration of the contract?		
7	Did you attach means of verification for claiming the specific goals?		
8	Declaration of interest (SBD 4) Original completed and signed.		
9	Preference points claim (SBD 6.1) Original completed and signed		
10	Declaration of Bidder's past SCM Practices (SBD 8) Original completed and signed.		
11	Certificate of independent bid determination (SBD 9) Original completed and signed.		
12	Did you submit proof of shareholding for HDI points (CK documents)?		
13	Did you submit copies of South African IDs' for shareholders?		
14	Did you submit a consortium/joint venture agreement, if applicable?		
15	Central supplier database report		
16	Did you submit one (1) Bid proposal and (1) USB.		
17	Did you take note of and understand the Bid Instructions/Special Conditions?		
18	Did you submit your management and contact details?		
19	Did you submit contact details for references?		
20	Joint Venture / Consortium agreement / Trust Deed (if applicable)		
21	<ul style="list-style-type: none"> ▪ Certified copies of shareholders certificates ▪ Certified copy of Company Registration documents that reflect Company name, Registration number, date of registration and active Directors or Members ▪ Certified copy of ID documents of the Directors or Members 		

Service Provider's Name:

Completed by:.....

Signature:.....

PRICING SCHEDULE – FIRM PRICES(PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number... LPL IT 07/2025
Closing Time 11:00	Closing date... 27 OCTOBER 2025

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY
		COMMISION, INSTALLATION AND IMPLEMENTATION OF DISASTER RECOVERY PLAN AND BACK UP SOLUTION	** (ALL APPLICABLE TAXES INCLUDED)
			R
-	Required by:		LIMPOPO LEGISLATURE
-	At:		LEBOWAKGOMO GOVERNMENT COMPL
-	Brand and model	
-	Country of origin	
-	Does the offer comply with the specification(s)?		*YES/NO
-	If not to specification, indicate deviation(s)	
-	Period required for delivery	 *Delivery: Firm/not firm
-	Delivery basis	

**Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.
** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.**

*Delete if not applicable

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1.1 Full Name of Company:

2.1.2 Name of Representative:

2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder²):

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder **YES / NO**
presently employed by the state?

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person
connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:
.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:
.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.
.....
.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.
.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:
.....
.....
.....

3. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Peral Number

4. DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Company

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) Either 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:

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{min} = 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:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

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)
Total points	20	
HDI's		
Black Ownership	4	
woman ownership	4	
Specific goals		
Youth	3	
Enterprises located in Limpopo province	3	
Person with Disability	3	
Small, Medium and Micro enterprise (SMMEs)	3	

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:	



DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.

- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.

- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.

- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:



I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 **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.**

10. 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 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder





LIMPOPO LEGISLATURE

It's your voice, use it!



ADDRESS

Physical Address:
Limpopo Legislature
Government Complex
Lebowakgomo

Postal Address:
The Secretary
Limpopo Legislature
Private Bag X9309
Polokwane
0700



WEBSITE



Scan here

or visit: www.limpopoleg.gov.za



ANTI FRAUD & CORRUPTION HOTLINE

0800 20 46 47

