sanedi

South African National Energy Development Institute

REQUEST FOR PROPOSALS
FOR
APPOINTMENT FOR THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF A MUNICIPAL HEAD-END AND METER DATA MANAGEMENT SYSTEM (HES/MDMS) FOR MUNICIPAL OWNERSHIP AND OPERATION

Closing date: **5th December 2025**

Time: **11:00 AM**

Submission format: Electronic submission to 1225.procurement@sanedi.org.za (Service providers to submit attachments and not electronic links)

Name of the respondent:……

Late bids will not be accepted for consideration.

DISCLAIMER:

- SANEDI has not appointed external consultants to liaise with bidders on any matter. All queries regarding this bid must be submitted in writing to the Supply Chain Management Unit of SANEDI.
- SANEDI issues this invitation for bids in good faith; however, it reserves the right to:
  - o Appoint more than one service provider, if required.
  - o Cancel or delay the selection process at any time, without explanation.
  - o Not select any of the respondents to this bid invitation, without explanation.
  - o Exclude certain services, without explanation.
- SANEDI has zero tolerance for fraudulent or corrupt activities.
- Any attempt by SANEDI employees to solicit bribes from bidders is unlawful and must be reported immediately.
- If a bribe is paid, SANEDI will not be liable for any financial loss, as no SANEDI employee or committee member may request payment to influence a bid outcome.
- Fraud, bribery, and corruption are unlawful, and SANEDI will disqualify any bidder found to be involved from further consideration in the tender process.
- A contract will only be valid once reduced to writing and signed by the designated responsible person of both parties. At SANEDI, this is the Chief Executive Officer or his/her duly authorized delegate.

BID DETAILS

Bid Title	Request for proposals for appointment for the Design, Development, and Implementation of a Municipal Head-End and Meter Data Management System (HES/MDMS) for Municipal Ownership and Operation
Procurement Reference Number	**1225**
Date of TENDER	**13 November 2025**
Compulsory site Briefing Session	**21 November 2025 at 10:00am**
Date of Tender CLOSING	**5 December 2025 at 11:00 am**

CONTACT INFORMATION

Any enquiries regarding the bidding procedure may be directed to:

SCM Department
Telephone: 011 038 4300
E-mail: **enquiries.procurement@sanedi.org.za**

BIDDER'S DETAILS

NAME OF BIDDER ……

POSTAL ADDRESS ……

STREET ADDRESS ……

CONTACT PERSON ……

TELEPHONE NUMBER Code …… Number ……

CELL PHONE NUMBER Code …… Number ……

FACSIMILE NUMBER Code …… .Number ……

E-MAIL ADDRESS ……

Signature of Bidder …… Date ……

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1. Notice And Invitation to Submit Proposals

The SOUTH AFRICAN NATIONAL ENERGY DEVELOPMENT INSTITUTE invites suitably qualified and experienced service providers to submit priced proposals for the supply of goods and services as indicated in the Scope of Works herein. SANEDI is a research and development entity established as a juristic person in terms of the Energy Act, Act 34 of 2008. SANEDI' key focus areas are research and development into new energy technologies and energy efficiency.

Respondents must comply with the terms and condition as specified in this Bid Document either in their singular capacity or as part of a Joint Venture or consortium.

Potentially emerging enterprises and SMME's who satisfy criteria stated in the Submission Data may submit proposals

Only respondents who submit fully completed priced proposals incorporating all Returnable Schedules duly complete and signed will be eligible to have their submissions evaluated
Queries relating to the issue of these documents may be addressed to the SCM Department

E-Mail: **enquiries.procurement@sanedi.org.za**

The closing time for receipt of Proposals is at:

11h00 on the 5th December 2025

2. Submission Data – Specific Conditions of Contract.

1.	**The Employer** The Employer is SANEDI and is referred to as the CLIENT or EMPLOYER.
2.	Composition of Bid Document The Call for Proposals, the price quotation and the Enterprises responding submission documents forms part of a BID DOCUMENT and may be referred to further herein. The documents associated with the calling for Proposals issued by the employer comprise: Submission Criteria • Notice and Invitation to Submit a Quotation • Submission Data – Specific Conditions of Contract • Evaluation Criteria and Scoring • Central Supplier Database (CSD) summary report Returnable Schedules • Technical Proposal & Methodology Statements • Specific Goals Declaration • Declaration of Interest • Certificate of Acceptance – General Conditions of Contract • Certificate of Attendance – Tender Clarification Meeting • Pricing Schedule / Schedule of Rates • Form of Tender **Only respondents who submit fully completed Proposals incorporating all Returnable Schedules duly complete and signed will be eligible to have their submissions evaluated**
3.	**COMPULSORY SITE BRIEFING:** **Place: Drakenstein Municipality, Berg River Boulevard, Paarl, South Africa ,7622** **Date: 21 November 2025** **Time: 10:00 am**
4.	**ELECTRONIC RETURN OF SUBMISSIONS AND NO MANUAL SUBMISSION WILL BE ACCEPTED.** Submissions / Bid Documents may be returned to the CLIENT by means of Electronic Submissions via E-Mail. The Submission E-Mail address designated is **1225.procurement@sanedi.org.za** The Bidder shall ensure that the Bid Documents Returnable Schedules together with all Statutory Returns are duly completed, signed and scanned and uploaded to the designated E-mail address in a lock PDF format file. Documents transmitted in an editable format will be regarded as non-returns and may render the submission unresponsive. Telephonic, telegraphic, telex, facsimile submissions offers will not be accepted. The size limits for SANEDI Email is **20 MB.** Bidders may submit more than one E-mail. Service providers should avoid sending links as this may lead to disqualification if the link fails to open

5.	The closing time for submissions is as stated in the Notice and Invitation to Submit a Proposal Quotation, in the manner specified is **Closing date: 5th December 2025 at 11h00 AM** NO Late submissions, or submissions not deposited in the designated e-mail address will be considered, and it is incumbent on the Bidder to ensure that their submission together with all supporting documentation is in the designated e-mail address before the closing Time and date specified.
6.	The Bidder holds SANEDI harmless and indemnifies SANEDI in the event of any failure that prevents or delays the bid submission from being in the designated Tender Box/email address at the time of Bid Closure. Bidders are prohibited from using SANEDI Staff acting as their couriers, agents or delivery mediums to deposit bids in the tender box, and the bidder acknowledges that the use of SANEDI staff in this way will immediately disqualify their tender submission. It is the sole responsibility of the bidder to ensure that the documents submitted via PDF format are not corrupt and that any corrupt documents received by the closing date will be automatically excluded from being evaluated.
7.	**Information and data to be completed in all respects** Accept that Bid offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the Employer as non-responsive. Accept that the Employer shall not assume any responsibility for the misplacement or Premature opening of the tender offer if the Bid is not submitted in the required format and clearly marked with the bid reference and placed in the designated tender box before bid closing.
8.	SANEDI reserves the right to rotate suppliers according to SANEDI's rotation policy.
9.	SANEDI reserves the right to independently verify Information that is submitted by the bidder.
10.	Bidders are prohibited and will be disqualified if they share resources amongst themselves for the same tender e.g. the proposed team member of company "A" is also a team member of company "B".

3. SCOPE OF WORKS/TECHNICAL SPECIFICATIONS

3.1 BACKGROUND

The South African National Energy Development Institute (SANEDI) serves as the implementing agent for the *Department of Science and Innovation (DSI)* and Funding Agency the *Technology Innovation Agency (TIA)* under the *Viability, Validation, and Innovation for Service Delivery (VVISD)* programme. This strategic initiative is designed to identify, validate, and deploy innovative energy management technologies that enhance municipal service delivery, in alignment with the priorities of the National Development Plan priorities, White Paper on Science, Technology and Innovation (STI), and *Presidential District Development Model*. The programme promotes inclusivity by empowering women, youth, and persons with disabilities. The following four strategic areas are applicable:

1. Innovative Technology Solutions
2. Decision-Support Tools
3. Innovation Capacity and Capability
4. Integration of Innovation.

Five municipalities are participating in the Innovative Technology Solutions Programme for the Energy Management subprogramme:

- City of Cape Town Metropolitan Municipality
- Drakenstein Local Municipality
- Mbombela Local Municipality
- Rustenburg Local Municipality
- Umhlathuze Local Municipality

The deployed technologies comprise: Energy Efficiency and Demand Side Management; Smart Technology Systems (ICT), Renewable Energy, and Public Safety

1. Objectives

The VVISD programme has the following objectives:

- Support Innovation in Municipal Service Delivery
- Strengthen the National System of Innovation (NSI)
- Promote Socio-Economic Development
- Build a Capable and Developmental State
- Foster Community Engagement and Ownership Demonstrate Systemic Viability of Innovations.

1.1. Outcomes

The outcome of this programme is to ensure:

- Deployment of Innovative Technologies in municipalities.
- Strengthened municipal capacity and collaboration.
- Community engagement and socio-economic impact.
- Support for National Development Plan, White Paper on Science, technology and Innovation, Presidential District Development Model.
- Support for Sustainable Development Goals (SDGs).

1.2. PROPOSAL RQUIREMENTS

The *Energy Management Technology Demonstration Programme* hereby invites Requests for Proposals (RFPs) from qualified technology developers and vendors in response to the Technology Scanning Call, which focuses on the identification and deployment of innovative energy solutions for implementation within the Drakenstein Municipality. The bidder must demonstrate the following in their proposal submissions:

1. **Scientific Basis**
   - Clearly demonstrate the underlying scientific principles that inform the design and functionality of the proposed technology or solution.
2. **Design Rationale and Operational Requirements**
   - Provide a detailed rationale supporting the design features, operational parameters, and maintenance requirements of the technology.
3. **Previous Deployments and Performance Evidence**
   - Include information on prior demonstrations or implementations, specifying the number of units installed, performance metrics, geographic locations, scale of deployment, implementation partners, and documented performance outcomes.
4. **Cost Breakdown**
   - Present a detailed cost analysis for the supply, installation, and commissioning of the proposed technology or solution.
5. **Technology Components and Functionality**
   - List all key components of the technology and describe their respective functions within the overall system.
6. **Infrastructure Requirements**
   - Outline all preparatory works and/or modifications to existing infrastructure necessary to enable successful installation and operation of the technology.
7. **Innovation Justification**
   - Provide a clear explanation of the innovative aspects of the proposed technology or solution, highlighting its uniqueness and value proposition.
8. **Local Development and Testing**
   - Indicate whether the technology has been locally developed and tested, including relevant details and outcomes.
9. **Intellectual Property Status**
   - Declare whether the technology is locally patented and/or licensed and specify the ownership of the intellectual property.
10. **Visual Documentation**
    - Ensure the proposal is concise and includes relevant diagrams, schematics, and photographs to support technical descriptions.
11. **Socio-Economic Inclusion**
    - Summarise how the proposed solution will promote inclusion and benefit women, youth, and persons with disabilities through skills development and job creation, including an estimate of the number of jobs to be created.

2. SCOPE OF WORK

2.1. Background

This project entails the design, development, and full ownership transfer of a comprehensive Municipal Communication and Data Management System. The system will comprise two core components:

- A *Head-End System* (HES) for secure and reliable collection of meter data.
- A *Meter Data Management System* (MDMS) for long-term data storage, validation, processing, reporting, and seamless integration with the Municipality's financial systems.

The pilot implementation will be conducted within the Drakenstein Local Municipality, leveraging smart electricity meters (those already in existence and those to be installed within the project period) as part of the supporting infrastructure. The HES/MDMS platform must operate continuously for a minimum of twelve billing cycles, during which it will be rigorously evaluated for:

- Accuracy and reliability of data collection and process
- Compliance with the Protection of Personal Information Act (POPIA).
- Adherence to ICT security standards.
- Full integration with municipal financial and billing systems.

Upon successful completion of the pilot, the Municipality must receive:

- Full ownership of the platform, including all source code and associated intellectual property (IP).
- Comprehensive training for municipal personnel.
- Detailed documentation covering system architecture, operations, and maintenance.
- A formal operational handover to ensure long-term sustainability and self-sufficiency.

2.2. Project Objectives

The objective is to design, develop and implement a fully functional, compliant, and scalable HES and MDMS system that:

- Enables secure two-way communication with all connected meter infrastructure.
- Ensures full data ownership by the Municipality.
- Provides POPIA and ICT security-compliant storage and transmission of all meter data.
- Supports seamless integration with financial and billing systems.
- Includes hardware and display infrastructure for monitoring and management.

2.3. Scope of Work and Technical Deliverables

The successful contractor will be responsible for the **end-to-end design, development, testing, deployment, handover, and warranty support** of a fully functional **metering communication and data management system**. The contractor is expected to establish the system from the ground up, ensuring full operational readiness and compliance with all relevant standards.

The scope includes, but is not limited to, the following components:

Design and Implementation of a Cloud-Based System
Design, develop and implement a cloud-based Head-End System (HES) and Meter Data Management System (MDMS). All data must be securely hosted in the cloud; on-site data storage is explicitly excluded.

Secure Data Interfaces
Develop secure data interfaces, including Application Programming Interfaces (APIs) and audit trails, to ensure data integrity, traceability, and secure communication.

Pilot Operation
Deploy and support the system for a pilot phase that involves integration with the existing electricity smart meters at Drakenstein Municipality, any newly installed smart meters at Drakenstein Municipality or any combination thereof, within the 12-month billing period. The pilot must run for a minimum of twelve consecutive billing cycles (12 consecutive months), during which system performance, reliability, and compliance will be evaluated. There are about 1000 electricity smart meters in Drakenstein Municipality and the number of meters may increase during the execution of the project.

Ownership Transfer
Upon successful completion, the contractor must formally transfer full ownership of the system to the Municipality, including all source code, intellectual property (IP), and system credentials.

Supply of Operational Hardware
Provide all necessary operational and management hardware required to support the system's functionality and ensure seamless integration with municipal infrastructure.

2.4. Operational Hardware Requirements

Ten Laptops (10) x Laptops (Data Processing) with the following **minimum specification**:

- Processor: Intel Core i7 (Latest Generation, H-Series, or equivalent high-performance mobile CPU) to ensure fast data processing.
- Memory: 16 GB DDR5 RAM (MHz minimum).
- Storage: 512 GB PCIe NVMe SSD (for fast data access and load times).
- Display: 15.6-inch Full HD () Anti-Glare display.
- Operating System: Microsoft Windows 11 Pro (bit OEM).
- Connectivity: Wi-Fi and Thunderbolt.
- Warranty: Minimum 3 years on-site warranty required.

1 x Display Workstation minimum specification.

- Monitor: 75-inch, resolution 4K Ultra HD (3840 x 2160) (mandatory), connectivity DisplayPort or HDMI 2.0 or higher.
- Mounting: Heavy-duty, compatible wall mount for the 75-inch monitor.
- Processor: Intel 14th Gen Core i9-14900, 24 (8P +16E) cores, up to 5.8 GHz, LGA1700, 65W Chipset.
- PC Case: Full-Tower, tempered glass side panel, USB 3.1 Type-C, Cable Management, Supports up to 480mm Radiator.
- Power Supply: 1600 W High Performance PSU with Japanese Grade A capacitors (12 months warranty).
- Graphics: Leadtek NVIDIA T1000 Quadro 8 GB GDDR6 (2 units).
- Memory: 32 GB (2 x 16 GB) DDR5 MHz XPG Lancer Blade RGB RAM.
  Storage (Primary): 1 TB KLEVV CRAS C710 NVMe SSD.
- Storage (Secondary): 512 GB WD Blue SN580 NVme SSD.
- Motherboard: 64-bit, MSI MPG Z790 EDGE TI MAX WIFI DDR5 with support for 13th Gen Intel processors, USB 3.2 Gen2, 2.5 Gbps LAN, PCle 5.0, LGA 1700, M.2.
- Cooling: Cooler Master MasterLiquid 240L Core ARGB Liquid Cooler, 120mm ARGB fans.
- Software: Microsoft Windows 11 Pro (64-bit OEM).
- Warranty: years return-to-base, including assembly, software, and testing.

3. System Requirements

The following requirements apply to the design and functionality of the Head-End System (HES) and Meter Data Management System (MDMS).

3.1 Meter Integration and Interoperability Requirements

The HES design must interface seamlessly with the existing electricity smart meters, and any newly installed smart meters or a combination thereof at Drakenstein Municipality, within the twelve-month billing cycle. The system, once designed and deployed within Drakenstein Municipality, should provide the following capabilities:

- The system should enable the municipality to read the electricity smart meters remotely.
- The newly created municipal communication and data management platform should integrate seamlessly with the electricity smart meters.
- Ability to transmit data at predetermined times via a fixed network to the Head Office.
- The solution, once deployed and integrated with the meters, must be compliant with NRS 057.
- The system should allow the electricity smart meters to function both as a conventional and prepaid meters.
- The solution needs to interface with both single-phase and three-phase meters.
- Comply with the POPI Act.
- Comply with ICT policies.
- Data must be secured.

3.2 Data Retention, Ownership, and Scalability

3.2.1 **Data Retention**

The system shall be designed and implemented in such a way that the Municipality retains ownership and custody of all historical meter data. The system must ensure:

3.2.2 Raw meter data (unaltered, original payloads) is retained within the municipal platform for a minimum of seven (7) years (size the server and data storage cloud solution).

3.2.3 Processed billing data (validated, aggregated, and exported for billing and reconciliation) is retained within the municipal platform for a minimum of ten (10) years.

3.3 Ownership and Scalability

3.3.1 The Municipality must be granted full ownership of all source code and Intellectual Property (IP) of the HES/MDMS platform.

3.3.2 Open standards and open-source components should be used wherever possible to avoid vendor lock-in.

3.3.3 The system must be designed to be scalable, allowing future integration of water meters and other smart-city devices.

3.3.4 Data must be flexible to comply with Drakenstein Municipality's needs.

3.4 Data Security and Transmission

3.4.1 **Security and Integrity**

3.4.1.1 All data transmissions shall employ techniques to ensure the integrity of the data transmitted and received.

3.4.1.2 All transmissions must apply end-to-end encryption (TLS 1.3+).

3.4.1.3 Device authentication must be implemented via certificates.

3.4.1.4 Secure retry and back-off mechanisms must be included for failed transmissions

3.5 Data Transmission Protocols

3.5.1 Transmissions and transfers of metering information between parties shall be conducted electronically.

3.5.2 A secure API Gateway must be implemented for external data access.

3.5.3 File-based SFTP must be supported as a fallback option for data exchange.

3.5.4 The format and structure of transmitted files must be agreed in writing by the parties before communication takes place. Recognized and secure transmission media shall be used.

3.6 Data Validation and Audit

3.6.1 **Data Interrogation and Storage**

Minimum data to be downloaded on interrogation shall consist of the following, as a minimum:

3.6.1.1 A unique identification number.

3.6.1.2 The data logger ID, or meter point ID, or stand number.

3.6.1.3 The time and date from the data logger at the commencement of the download.

3.6.1.4 The energy data: this may be limited to the data accumulated since the last interrogation and download.

3.6.1.5 The events log: this may be limited to the events information accumulated since the last interrogation and download.

3.6.1.6 For the MDMS, interrogation results must also be stored in a tamper-proof audit trail, linked to the original raw payload

3.7 Data Archival and Audit Trail

All downloaded metering information shall be archived in such a manner that it cannot be altered without leaving a detailed audit trail.

3.7.1 Archival must be immutable.

3.7.2 A copy of both raw payloads and validated/processed data must be stored in cloud-based storage.

3.7.3 A complete audit trail shall exist for all data gathering, validation, and processing functions, and shall apply to all archived data for a minimum period of five years.

3.8 Interrogation Log Requirements

An interrogation log shall be generated to record details of all interrogations. This log shall form part of the interrogation audit trail and shall contain the following:

3.8.1 Date of interrogation.
3.8.2 Time of commencement of the interrogation.
3.8.3 Status of the interrogation attempt, i.e., attempt failed/was successful.
3.8.4 Operator id (where appropriate).
3.8.5 Data Logger ID.
3.8.6 Clock updated (where appropriate) and extent of change.
3.8.7 Clock errors outside the range specified.
3.8.8 Method of interrogation (e.g., automatically, handheld).
3.8.9 ID of the handheld computer used for interrogation (where applicable)
3.8.10 The system process or API that executed the interrogation (MDMS extension)
3.8.11 The resulting data object ID in the database (MDMS extension).

3.9 Data Validation Rules

All raw meter data shall be checked for validity at regular intervals or at a frequency that will allow a further interrogation of the meter (or both) before the data is overwritten within the meter and before this data can be used for any purpose. Validity checks shall include the following, as a minimum:

3.9.1 Checks for missing data.
3.9.2 Checks for invalid dates and times.
3.9.3 Checks of zero consumption levels.
3.9.4 Comparisons with standard or previous consumption patterns.
3.9.5 Checks of the sum of demand values against the register advance.
3.9.6 Investigations of any meter error codes.
3.9.7 Apply range checks and spike detection (MDMS extension).
3.9.8 Flag data as estimated vs actual when interpolation is used (MDMS extension).
3.9.9 Maintain versioned schemas for data format changes (MDMS extension).

3.10 System and Audit Logs

Logs of communications and processing activities shall form part of the audit trail. This shall apply most particularly where automated processes are in operation.

3.10.1 Logs must be centralized and immutable.
3.10.2 Audit logs must be retained for at least seven () years.
3.10.3 Logs must support Role-Based Access Control (RBAC) and auditing for operator actions.

3.11 Deliverables and Handover

The contractor shall provide the following key deliverables, provided with a formal handover of the complete system and its IP, along with handover report; software source codes; original equipment suppliers (OEMs); strategic spares, training manuals; system operating protocols; maintenance procedures; safety protocols; and a help facility.

3.12 Deliverables and Handover

3.12.1 **List of Deliverables**

a) Architecture Design: Detailed architecture design showing the end-to-end data flow (meter HES MDMS financial system). This includes the deployment of protocol adapters, gateways, and cloud services (API Gateway, message broker, time-series DB, relational DB, object storage).
b) Fully Tested System: A fully tested and operational HES/MDMS system that has successfully run for twelve (12) billing cycles (pilot operation) with the meters to validate accuracy and audit compliance.
c) Hardware Supply: Supply and setup of the operational laptops, display workstation, servers and data routers complete with required software and hardware warranties.
d) Training: Training of municipal staff in both operational monitoring and IT maintenance.
e) Formal Handover Documentation: Comprehensive system documentation, design drawings, and an installation manual.
f) IP Transfer: Formal handover of ownership, including all source code, Intellectual Property (IP) rights, and system credentials to the Municipality.

3.12.2 **Installation and Commissioning Process**

The installation process must be succinctly documented describing the methodology to be applied and is to include:

a. Detailed Layout Plan: A detailed layout plan will need to be provided showing the placement of each network component, layout of all physical network wiring and schematics of all wireless network layouts.
b. Process Technology Installation Steps: Steps for installing the technology must be described and documented, including design drawings and an installation manual.
c. Technical Recommendations: Technical recommendations are to be incorporated upon award of the contract obtained from consultations with key stakeholders.
d. Advisory Inputs: Advisory inputs are to be furnished by the contractor/service provider to the relevant municipal line departments.
e. Integration Testing: Successful integration testing with the financial system.
f. Formal Handover: Formal handover of ownership, including system documentation, source code, IP rights, and credentials.

4. RISK MANAGEMENT & HEALTH AND SAFETY

A risk management plan covering the planning, design and implementation of the technology must be submitted with this Bid Submission. Mitigation measures for each identified risk must be provided in such a plan. This plan will be updated in consultation with key stakeholders after award of the contract. Accurate risk classification and effective risk mitigation measures are required. Health and safety legislation must be complied with, and a compliant Health and Safety (OHASA) file must be compiled, submitted and approved prior to the commencement of any work.

5. INSURANCE

The contractor shall provide public liability insurance of R3 million. The contractor is required to keep the installed assets under insurance against, theft, tampering and vandalism for a period of one year (test period). Whereafter the assets will be handed over to the municipality who thereafter assume responsibility for asset insurance.

6. WORKING GROUP COMMITTEE

A project Working Group Committee (WGC) comprising representatives from SANEDI and officials from key municipal departments, will oversee the planning, design and implementation of the project. Key internal stakeholders will constitute a stakeholder committee.

7. TIMELINES

The duration for ICT communication and back-office integration, design; development; implementation and testing will extend over a period of six (6) months. Whilst a test and monitoring period of one-year period is applicable, to ensure smooth operational functionality of the system and integration.

8. DISQUALIFICATION

The ICT developer must be registered with the Institute of Chartered IT Professionals (ICITPSA) as a Chartered IT Professional (CITP-SA) or IT Certified Professional (ITCP-SA).

9. EVALUATION CRITERIA

The following bid evaluation criteria will apply:

	Technical Criteria	Scoring Criteria	Score Range (0-10)	Weighted Score	Evaluator's Score	Final Score
1.	**Company Experience:**					
	Company profile submitted showing demonstrated experience in technology design, development, supply and installation. Minimum experience 3 (three) years.	Ten (10) or more years of experience in technology development, supply and installation.	**10**	**10**		
		Five (5) or more years of experience in technology development, supply and installation.	**7**			
		Three (3) or more years of experience in technology development, supply and installation.	**3**			
		No experience in technology development, supply and installation.	**0**			
2.	**Team Qualifications: Project Lead and Team.**					
	Project Lead Qualifications Bachelor's degree in Computer Science, Information Technology, Software Engineering, or a related field. Postgraduate qualifications in ICT, Data Science, Cybersecurity, or Systems Engineering projects. **Experience with:**	Master's degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with 10 or more years' experience.	**10**	**15**		
		Honours degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with five or more years' experience.	**5**			
		Honours degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with three or more years' experience.	**3**			
		Higher Diploma in ICT, Data Science, Cybersecurity, or Systems Engineering	**0**			

	Technical Criteria	Scoring Criteria	Score Range (0-10)	Weighted Score	Evaluator's Score	Final Score
	• Ten or more years. • Five or more years. • Three or more years.	projects, with less than three years' experience				
	ICT Specialist Systems design, integration and implementation. **Experience with:** • Ten or more years. • Five or more years. • Three or more years.	Master's degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with 10 or more years' experience.	**10**	**15**		
		Honours degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with five or more years 'experience.	**5**			
		Honours degree in ICT, Data Science, Cybersecurity, or Systems Engineering projects, with three or more years 'experience.	**3**			
		Higher Diploma ICT, Data Science, Cybersecurity, or Systems Engineering, with no experience.	**0**			
3	**Intellectual Property**					
	Intellectual Property 1. Share IP ownership. 2. Owns licensing. 3. Hires license. 4. Technology parts are locally assembled.	Shares IP ownership. Owns licensing. Technology parts are locally assembled.	**10**	**10**		
		Owns licensing. Technology parts are locally assembled.	**5**			
		Hires license. Technology parts are locally assembled.	**3**			
		Does not share IP ownership; does not own licensing; does not hire licensing; does not manufacture technology parts locally.	**0**			
4	**Accreditation**					
	Registered with the Institute of Chartered IT Professionals (ICITP-SA).	Registered with the Institute of Chartered IT Professionals (ICITP-SA) as a Chartered IT Professional (CITP-SA) or IT Certified Professional (ITCP-SA).	**10**	**10**		
		Not registered with the Institute of Chartered IT Professionals (ICITP-SA) as a Chartered IT Professional (CITP-SA) or IT Certified Professional (ITCP-SA).	**0**			
5	**Methodology and Project Plan**					
	Clear methodology comprising: 1. Scope work defined.	Scope of work defined. Deliverables & Milestones. Risk & Quality Plan. Installation & Monitoring Plan. Assess and Handover Plan.	**10**	**30**		

	Technical Criteria	Scoring Criteria	Score Range (0-10)	Weighted Score	Evaluator's Score	Final Score
	2. Deliverables & Milestones. 3. Risk & Quality Plan. 4. Installation & Monitoring Plan. 5. Assess and Handover Plan.	Scope of work defined. Deliverables & Milestones. Risk & Quality Plan.	**5**			
		Scope of work defined. Deliverables & Milestones.	**3**			
		Methodology **does not** contain any defined Scope of work; Deliverables & Milestones; Risk & Quality Plan; Installation & Monitoring Plan; Test and Handover Plan.	**0**			
6	**References**					
	Reference Letters for different similar projects (different companies), on company letterhead; dated and signed by designated manager.	Five or more letters for similar projects from different clients.	**10**	**10**		
		Three to four letters for similar projects from different clients.	**5**			
		One to two letters for similar projects from different clients.	**3**			
		No letters submitted	**0**			
[redacted]						
	Technical Threshold				***70***	
	Total				***100***	

5.2.1 Bidder's Declaration of Interest

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

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.

3.2 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.

3.3 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.

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

[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.

3. Preference Points

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

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 Preference Points applicable:

a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 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 SANEDI 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 SANEDI.

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).

(f) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

(g) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

(h) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;

(i) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(j) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

(k) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.

(l) "proof of B-BBEE status level of contributor" means:

- B-BBEE Status level certificate issued by an authorized body or person;
- A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
- Any other requirement prescribed in terms of the B-BBEE Act;
- "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

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**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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)			Number of points claimed (80/20 system) (To be completed by the tenderer)
	Total points possible	**Indicator**	**Points allocated**	
B-BBEE Status level of Contributor	10	Level 1	10	
		Level 2	9	
		Level 3	8	
		Level 4	5	
		Level 5	4	
		Level 6	3	
		Level 7	2	
		Level 8	1	
		Non-compliant	0	
Women	5	Women Owned 76% - 100%	100%	
		Women Owned 51% - 75%	75%	
		Women Owned 26% - 50%	50%	
		Women Owned 5% - 25%	25%	
		Women Owned less than 5% - 0%	0%	
Youth	2.5	Youth Owned 76% - 100%	100%	
		Youth Owned 51% - 75%	75%	
		Youth Owned 26% - 50%	50%	
		Youth Owned 5% - 25%	25%	
		Youth Owned less than 5% - 0%	0%	
Persons with Disability	2.5	Person with Disability 76% - 100%	100%	
		Persons with disability 51% - 75%	75%	
		Persons with disability 26% - 50%	50%	
		Persons with disability 5% - 25%	25%	
		Persons with disability less than 5% - 0%	0%	
TOTAL FOR SPECIFIC GOALS	**20**			

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of the company/firm……

4.4 Company registration number:…….

4.5 TYPE OF COMPANY/FIRM

Type of Firm	Tick the applicable box here
Partnership/Joint Venture/ Consortium	
One-person business/sole propriety	
Close corporation	
Public Company	
Personal Liability Company	
(Pty) Limited	
Non -Profit Company	
State Owned Company	

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: .....

.....

.....

.....

Technical Proposal & Methodology Statement

5.2.2 Solution Statement

The **Solution Statement and Methodology** must respond to the scope of work and outline the proposed technical solution offered. This technical solution statement should articulate what value add the tenderer will provide in achieving the stated objectives for the project and detail the time frames and proposed methodology. Vulture

The layout of the solution statement and Methodology should be such that it mirrors the headings contained in the Scope of Works, Section 6 of this Bid Document.

The tenderer must as such explain his / her understanding of the objectives of the assignment and the Employer's stated and implied requirements, highlight the issues of importance, and explain the technical approach they would adopt to address them. The document should explain the technical attributes and contain specifications of all equipment proposed, to demonstrate the compatibility and capability of the solution. The technical paper should also include a quality plan which outlines processes, procedures for the testing and verification of deliverables, and meet the requirements and indicate how risks will be managed and what contribution can be made regarding value management. The Methodology statement must also include an activity Gantt reflecting a work breakdown structure.

DECLARATION OF BIDDER – TECHNICAL PROPOSAL AND METHODOLOGY STATEMENTS

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of the sections 5.2 schedule is within my personal knowledge and is to the best of my belief both true and correct.

Name of Enterprise Bidding: ……

Name of Authorised Representative …….

Signature of Authorised Bidder ……

Date ……

5.2.3 Certificate of Acceptance – General Conditions of Contract

I, THE UNDERSIGNED (NAME)……

Warrants that I am duly authorised to do so on behalf of the enterprise, and confirm that the terms and conditions of contract are acceptable to the enterprise and that such contract will be acceptable to the enterprise should the contract or part thereof be awarded to the enterprise, and that such contract will be signed by the enterprise within 7 days of a request to sign the contract.

Name of Enterprise Bidding: ……

Name of Authorised Representative ……

Signature of Authorised Bidder ……

Date ……

a. Pricing Schedule

Activities as per the deliverables of the project		**COST**
Activity 1		
Activity 2		
Activity 3		
Activity 4		
Activity 5		

Additional costs		
Total costs (EXCL.) VAT		
VAT		
Total Cost (INCL.) VAT		

AMOUNT IN WORDS To be carried forward to Section 8 Form of Tender **BID 1225** …… SIGNATURE OF BIDDER	

I confirm that I am duly authorised to sign and certify that the price indicated on the schedule is our bid price submitted

NAME (PRINT) …… CAPACITY ……

SIGNATURE ……

NAME OF FIRM …… DATE ……

b. Form of Tender

1.	**Conditions of Acceptance** ▪ The Tenderer is required to complete this FORM of TENDER in every respect, and tenders will not be considered unless this FORM of TENDER is completed in every particular and each page is initialled by the tenderer and fully signed on this page. ▪ This Form of Tender shall be completed by the tenderer in black ink and no corrections, use of correcting fluids or any alterations will be permitted. ▪ The FORM of TENDER and price schedules shall be stated in South African Rand (ZAR) and the price indicated on the schedules shall be binding on the tenderer, and no exception shall be made for omissions, casting errors or errors of whatsoever nature. ▪ Where a tenderer is not returning a price for a line item, or costs associated with that line item are included in another line item, the tendered shall endorse that line item with the words, "No Cost" or "incorporated in Item (N0.....)" whichever being applicable.
2.	**Confidentiality** All information pertaining to the services acquired by **SANEDI** from the service provider or furnished to the service provider shall be treated as confidential by the service provider and shall not be used or furnished to any other person other than for the purposes of the services without the written Consent of the Accounting Officer unless such information is or later becomes public knowledge, other than by breach of the afore-going.
3.	The service provider shall ensure that all its officers, employees, agents or subcontractors treat all information relating to the services as confidential.
4.	The service provider shall ensure that proper security procedures are implemented and maintained to restrict, as far as possible, access to confidential information. The service provider shall ensure that no confidential information is copied or reproduced without prior written approval by the Accounting Officer.
5.	Failure by the service provider to comply with the provisions of this Clause shall constitute a material breach of the contract and shall constitute a ground for termination of the contract by **SANEDI,** by giving the service provider thirty days' notice.
6.	**Priced Proposal** The Bid is a **FIXED PRICE PROPOSAL** and clause 48 shall apply. Clause 49 is not applicable.
7.	FIXED PRICE PROPOSAL The price quoted in the pricing schedule and returned in the Form of Tender is returned as a FIXED PRICE PROPOSAL valid for a period of contract and is not subject to cost price escalations, foreign currency variation or additionality as agreed in the Conditions of Contract

8.	The Bidder is advised that SANEDI will remit the appointed service provider directly and shall be required to comply with all remittance requirements stipulated in the Conditions of Contract specific to this appointment.
9.	The Bidder is advised to plan and provide for all possible risks that may affect the delivery project on time and what mechanisms are in place to manage such risks.
10	We/I the undersigned, who warrants that they are duly authorised to do so on behalf of the enterprise, confirms that the contents of the conditions of acceptance pertaining to the FORM of TENDER are acceptable, and having fully understood the scope of works and conditions of bidding, herewith warrant that We/I have satisfied ourselves as to the correctness and sufficiency of the rates and prices set out in the Schedule and therefore offer the following PRICE and offer to undertake the works in accordance with the standards and specifications required.
11	The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that this Form of Tender is submitted in good faith, free of corrections, alterations or encumbrances and such price is binding on the enterprise for a period of 90 days from date of tender close and may be extended by mutual agreement between the parties for a further period of 90 days thereafter.
12	We/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 goods and/or works 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.
13	We/I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to SANEDI in accordance with the requirements and specifications stipulated in bid number 1225 at the price/s quoted. This offer remains binding and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
14	We/I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents in accordance with the SANEDI STANDARD CONDITIONS OF CONTRACT pertaining to the supply of goods and services. The Bidder is advised to familiarise themselves with the SANEDI STANDARD CONDITIONS OF CONTRACT pertaining to the supply of goods and services which can be viewed on the SANEDI Website at www.SANEDI.ORG.ZA
15	We/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.
16	We/I declare that we/I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

I, THE UNDERSIGNED (NAME)……

Warrants that I am duly authorised to do so on behalf of the enterprise, and confirm that the Bid submitted has been checked and all prices shown are full and final, and inclusive of all taxes, levies, duties and encumbrances, and shall remain valid for a period of 90 days from date of Quotation Closure as depicted in the Submission Data Section of this Bid Document

Therefore our TOTAL Tender Price in respect of the Goods and Services requested under this Call for Proposals (BID 1225) as stated in South African Rand (ZAR) and upon the terms and conditions set out in the Bid Document free of exceptions, amendments or qualifications save those listed in Schedule 9 shall be:

Tender Amount R

Amount in Words .....

.....

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....