



SEKHUKHUNE

District Municipality

Private Bag X 8611, Groblersdal 0470

No: 03 West Street, Groblersdal 0470

Tel: (013) 262 7300 Fax: (013) 262 3688

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY, QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES, CONSORTIUM OR JOINT VENTURES FOR THE APPOINTMENT OF SERVICE PROVIDER TO DEVELOP SOFTWARE ASSESSMENT MANAGEMENT
SK8/8 /2/1-110/2022/2023

SPECIFICATIONS

1. Assessment and data collection of Microsoft Active Directory
2. Assessment and data collection of Microsoft Exchange
3. Assessment and data collection of Microsoft Windows Desktop Infrastructure
4. Assessment and data collection of Microsoft Office Applications
5. Data analysis and validation
6. Provide qualitative and informed advice to the municipality before licensing of Microsoft software
7. Submit a written SAM report to the municipality

Completed quotation documents, fully priced, initialled, or signed must be sealed in an envelope marked, numbered, and named (**Appointment of Service Provider to develop software assessment management**) should be deposited in the tender box situated at Groblersdal Fire Station Office of Sekhukhune District Municipality on or before **06TH December 2022 at 12:00**. For further information contact **Voster Masemola** at 013 262 7656 and **Thabiso Mashaba (IT Manager)** at 013 262 7300. No compulsory briefing sessions will be held.

Please Note:

The following returnable documents are compulsory except the BBBEE certificate and will lead to disqualification if not attached

- Valid Tax pin/Tax clearance Certificate
- Copies of Company Registration documents
- Certified Copy of B-BBEE Verification certificate or Sworn Affidavit for BBBEE Exempted Micro Enterprises (Required for Evaluation)
- Proof of municipal rates and taxes for both company and Director (s) not in arrears for more than three months or proof of lease agreement including rates for the landlord. In case where the Company or Director is registered in a rural area where the rates are not paid, please attach proof from Local Authority and Affidavit under oath indicating that there are no municipal rates payable.
- Certified ID copies of the directors
- MBD 4, MBD 8 and MBD 9 forms must be signed and attached with quotation.
- CSD report (Compulsory)
- Quotation Addressed to Sekhukhune District Municipality
- No late, Telegraphic, Facsimile, E-mail and Telex bids will be accepted.

Evaluation Criteria

- Minimum points/score for functionality is 60, anyone who scores below 60 points will be disqualified for further evaluation.
- This will be evaluated in terms of the **80/20** points scoring

<p>Tertiary Qualifications for personnel who will be working on the project: (attach CV and copy of qualifications)</p> <p>BSc Degree in IT/Computer Science (25)</p> <p>National Diploma in IT (15)</p> <p>Higher Certificate in IT (5)</p>	(25) points
<p>Internationally recognized certifications for personnel who will be working on the project: (Attach Certificate)</p> <p>Microsoft Certified Professional; CompTIA Network+; CompTIA Security+; Certified Information Systems Security Professional (CISSP) Microsoft Certified Technology Specialist: Designing, Assessing and Optimizing Software Asset Management (SAM)</p> <p>0 Qualification (0) 1 Qualification (10 points) 2 Qualifications (15 points) 3 All listed Qualifications and more (25 points)</p>	(25) points
<p>Company previous/current projects related to the scope of work with appointment letters or reference letters</p> <p>5 and above projects (50 points) 3- 4 projects (30 points) 1- 2 projects (20 points) 0 project (0 points)</p>	(50) points
<p>Total</p>	(100) points



Mr. ND Matumane
Acting Municipal Manager

29.11.2022
Date