



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

**TALETSO TVET COLLEGE (TTVETC), IN COLLABORATION WITH THE
PURCHASING CONSORTIUM SOUTHERN AFRICA (PURCO SA)
REQUEST POTENTIAL S TO SUBMIT PROPOSALS (RFP) FOR THE SUPPLY AND
DELIVERY OF LAPTOPS, ONCE-OFF PROJECT
TENDER NO: PU4321/063**

CLOSING DATE: 29 May 2023 at 11h00

Prospective, interested in participating in the above-mentioned tender, are instructed to submit their proposal in full compliance with the requirements of this RFP documents must submit the completed, initialled, signed and tightly bound RFP document with all attachments/requested information in a clearly sealed and labelled envelope. **The completed, initialled, signed, RFP document and attachments/requested information must be scanned onto one USB and submitted in one envelope with the hard copy** in the Tender box at the below mentioned address:

PURCO SA, ROSEN OFFICE PARK, 8 INVICTA ROAD, ERAND GARDERNS, MIDRAND, 1682

Tender number	PU4321/063
Date issued	07 May 2023
Tender closing date	29 May 2023 Time: 11h00 PURCO SA, Rosen Office Park, 8 Invicta Road (Corner Matuka Close), Erand Gardens, Midrand, 1682
No Information Session	Enquiries and Bid Clarification will be done via email: Sipho.ndlovu@purcosa.co.za

Company Name		
Address		
Contact person	Mr/Mrs/Ms/Dr/Prof.	
Contact numbers	(w)	(cell)
Email address		

1.1 DELIVERY INSTRUCTIONS

All s must submit their responses in the following format:

- ***One signed hard copy in a sealed envelope together with a memory stick, containing the appendixes in the following order.***
- **Mandatory**

Appendix Number	Description of Appendix	Requirement
Appendix A	RFP Document	Each page of the RFP document to be initialled by a delegated representative
Appendix A1	Proof of Payment	Attach Payfast proof of payment and include the company tendering for, if purchased by a different company
Appendix B	Technical specifications and pricing	Attach your pricing schedule as per specifications
Appendix B1	USB x1/No CD Acceptable	Fully scanned tender document and all returnables
Appendix C	Proof of Bank Account	Provide Confirmation letter from Bank
Appendix D	Company registration documents	Provide Company registration documents
Appendix E	Tax clearance certification or Pin and VAT registration	Provide the original valid tax clearance certificate or Pin and VAT registration certificate
Appendix F	B-BBEE certification	Provide A valid B-BBEE certificate from a SANAS accredited agency or Auditor registered with the IRBA/ or Affidavit
Appendix G	Board resolution	Provide the Board resolution if not Sole Proprietor
Appendix H	Declaration of Interest	Complete Point 9 of this tender document
Appendix I	Registration On National Treasury (CSD)	Proof Required CSD registration
Appendix J	OEM	Provide OEM certificates / Reseller letters/Agreement
Appendix K	ID Copy	Provide (Not more than 3 Months) certified directors ID Copies.

EVALUATION OF FUNCTIONALITY

The evaluation criterion for functionality aims to assess the capability of the tenderer to execute and maintain a tender and/ or contract. Tenderers need to obtain a minimum percentage score of 70% and above in order to progress to the next stage of evaluation.

All proposals will be evaluated on the criteria indicated below. Step 1: References table

The references must be clients that have done business of a similar size and value with your company for the past three (3) years.

FUNCTIONALITY CRITERIA		POINTS ALLOCATED
Provide three (3) contactable reference letters <ul style="list-style-type: none"> • of contracts of similar nature or service • for the past five (5) years: • Letters must be clearly dated (Commencement, Completion and Duration) 3 References verified 2 References verified 1 Reference verified No evidence provided	= 30 Points = 20 Points = 10 Points = 0 Points	30
Telephonic reference verification 3 References verified 2 References verified 1 Reference verified None Provided	=10 Points = 5 Points = 1 Points = 0 Points	10
Submit company profile More than 5 years' experience Less than 5 years' experience	= 20 Points = 10 Points	20
Annual audited financial statement Submitted Not submitted	= 10 Points = 0 Points	10
Local Infrastructure in North-West Proof of local infrastructure essential (e.g. Utility bill or Lease Agreement etc.) Proof of North-West Infrastructure provided Proof of North-West Infrastructure not provided	= 30 Points = 20 Points	30
Total points		100



PU4321/063

SCOPE OF WORK OVERVIEW

PURPOSE

The purpose of this Request for Proposal is for the procurement of Laptops and laptop bags.

Laptop		
Description	Specification	Quantity
Model	1. LAPTOP	55
Preload OS	Windows 11 pro	
Display	17-inch HD Display	
Camera	yes	
Memory	8GB 2666 MHz DDR4	
Storage	2. 1TB GB SSD - SOLID STATE DRIVE	
System unit	3. CORE I7	
Battery	-	
Connectivity & Ethernet	Integrated - USB Type-C Ports Ethernet port HDMI Output USB 3.x Ports	
Wireless and Bluetooth	Yes	
WWAN		
Graphics Dongle	Integrated Intel Graphics	
Warranty	3 years	
Laptop Bags		55



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Pricing Schedule

ITEM	DESCRIPTION	QTY	DELIVERY PERIOD (WEEKS)	BRAND	WARRANTY	TOTAL PRICE (INCL. VAT)
1	Supply and Delivery of Laptops	55				R
2	Supply and Delivery of laptops bag	55				R
2	TOTAL BID PRICE (INCL. DELIVERY AND VAT)					R