



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



MOTHEO TVET COLLEGE

MOTHEO TVET COLLEGE (MTC) IN COLLABOURATION WITH THE PURCHASING CONSORTIUM SOUTHERN AFRICA (PURCO SA)

REQUEST POTENTIAL BIDDERS FOR PROPOSALS (RFP) FOR THE SUPPLY, DELIVERY AND INSTALLATION OF ITC 4IR FOR LABS PROJECT

TENDER NO: PU4321/084

Prospective Suppliers who are interested in participating in the aforementioned tender are invited to submit a proposal in full compliance to the requirement of this tender document. Completed documents with all attachments must be signed and submitted on the **PURCO SA Website**.

The closing time and date for receipt for online tender **PU4321/084** is at 11h00 on Monday, 09 December 2024

Tender number	PU4321/084		
Date issued	24 November 2024		
Tender closing date	09 December 2024	Time:11h00 Tender Submission will be Electronic on www.purcosa.co.za Supplier Hub- Online Tender Submission Guide	
Compulsory online Information Session	02 December 2024	Time:10h00 An online briefing session will be facilitated via MS Team www.purcosa.co.za	

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

Confidential

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The information is the property of Motheo TVET College and is not to be used under any circumstances. Initial.....

1.1 RFP FORMAT

All Supplier responses must follow the prescribed format. Refer to “Delivery Instructions” below. Failure to do so may result in disqualification from this RFP/Proposal process.

1.2 DELIVERY INSTRUCTIONS

All Suppliers must submit their responses in the following format:

Description of Appendix	Requirement
RFP Document	A duly authorised representative must initial each page and the declaration signed in full.
Completed technical specifications and pricing	A signed copy of the print out of each page of the electronic document
CIPC and Proof of Company Registration	Companies and Intellectual Property Commission and Provide Company Registration Certificate
Tax Pin	An original valid Tax Pin
BBBEE certification (Broad-Based Black Economic Empowerment BBBEE certificate/Affidavit for the assertion of Specific Goals	Black SA (05 Points)
	Black Women Ownership (05 Points)
	Disability Ownership (05 Points)
	SMME's (05 Points)
Declaration of Interest	Please sign point 9 of this tender document and page 5 of specification
Registration National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Supplier Database.
Letter of good standing from the department of labour	Bidders must submit a valid letter of good standing from the department of labour.
Registration with a related professional body	Bidders must be registered with the related professional body.

The response deadline is **09 December 2024 at 11:00**. Only responses to this RFP received by due date and time will be considered. No exceptions will be considered.

1.2.1 STAGE 1: 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 following criteria indicated below. Step 1: References table

FUNCTIONALITY CRITERIA		POINTS ALLOCATED
Provide three (3) years reference letters supplying similar equipment (Contactable) 3 Contactable Reference verified 2 Contactable Reference verified 1 Contactable Reference verified No letters provided	= 50 Points = 30 Points = 10 Points	50
Company's experience (Submit company profile with a list of projects completed in IT) More than 5 years of experience Experience between 2 and 5 years Experience below 1 year	= 30 Points = 20 Points = 10 Points	30
Proof of locality (e.g. municipality bill, lease/rental, letter ward councillor) under the bidding company Within Freestate Outside Freestate	= 20 Points = 10 Points	20
Total Points		100

Despite the above, the College reserves the right to request information (which must be responded and/or provided to the College within the period as determined and communicated by the College) where the information provided is insufficient, is not supplied, is unsuitable or does not provide adequate detail.