Independent Communications Authority of South Africa
350 Witch-Hazel Avenue, Eco Point Office Park
Eco Park, Centurion.
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Telephone number: (012) 568 3000/1

APPOINTMENT OF A SERVICE PROVIDER FOR THE RENTAL OR LEASE OF COMPUTER DESKTOPS AND LAPTOPS FOR A PERIOD OF THREE (03) YEARS WITH TRANSFER OF OWNERSHIP TO THE INDEPENDENT COMMUNICATION AUTHORITY OF SOUTH AFRICA AFTER THE THREE (03) YEARS LEASE TERM AT NO ADDITIONAL COST ON AN 80/20 PPPFA 2000, PREFERENTIAL PROCUREMENT REGULATION: 2017.

1. Terms of Reference

Refer to Annexure A for Scope of work and Technical specifications.

2. Period of Assignment

All work is to be carried out in accordance with the time schedule as agreed with ICASA.

3. Briefing Session

There will be a **virtual non-compulsory** briefing session conducted using Microsoft Teams on the 24th of November 2020 at 11h00 a.m.
(Indicate your intention to attend via the following email jmolomo@icasa.org.za)

ANNEXURE A: TERMS OF REFERENCE

1. Background

ICASA is currently using laptops and desktops with the minimum specification technical specifications in Section 4 below. The technical specifications/ terms of reference below will be necessary to enable ICASA users to perform their functions.

2. Objectives

The Authority intends to appoint an eligible service provider for the supply and delivery of desktops and laptops including accessories for a period of three years at the Authority Head Office (350 Witch Hazel Avenue, Eco Point, Centurion). The supplied hardware must have 3 years next business day onsite service warranty and accidental damage cover.

3. Scope of Work

The successful bidder will:

3.1. Supply and deliver all the All-in-one desktops and laptops including accessories to ICASA head office (350 Witch Hazel Avenue, Eco Point, Centurion) as outline in Section 4 - Technical Specifications.

3.2. Activate Windows 10 Pro x64 on all desktops and laptops supplied.

3.3. Provide 3-year next business day onsite service warranty and accidental damage.

4. Technical Specifications

			COMPLY		
4.1.	**16 x DESKTOP (ALL-IN-ONE)** *(minimum specification requirement)*		**YES**	**NO**	**Provide Details**
Service provider to provide make and model of proposed equipment					
4.1.1.	Operating system	*Preinstalled Windows 10 Pro x64*			
4.1.2.	Processor	• 10th Generation Intel® Core™ i3 9400T (3.10GHz, up to			

		4.30GHz with Turbo Boost, 9MB Cache)			
4.1.3.	Display	• 19.5-inch HD (1920x1080) • Dimensions With stand: 437.4 mm x 542.7 mm x 227.95 mm Without stand: 367.4 mm x 542.7 mm x 54.1 mm			
4.1.4.	Graphics	• Integrated Intel® UHD Graphics 630			
4.1.5.	Memory	• **16 GB** DDR4 2666 MHz			
4.1.6.	Storage and Drives	• **256 GB** Solid State Drive PCIe-NVMe OPAL2.0 M.2L2.0 M.2			
4.1.7.	Networking / Communications	• 10/100/1000Mb Ethernet Network Connection • 720p HD Camera			
4.1.8.	Audio / Communication	• Sound card • USB Ports			
4.1.9.	**ACCESSORIES**	• USB Optical Mouse • USB Standard Keyboard			
4.1.10.	Warranty	• 3 year- next business day onsite service warranty			
4.1.11.	Warranty	• Accidental Damage			

			COMPLY		
4.2.	**272x i5 STANDARD LAPTOPS** *(minimum specification requirement)*		**YES**	**NO**	**Provide Details**
4.2.1.	Operating system	• *Preinstalled Windows 10 Pro x64*			
4.2.2.	Processor	• 11th Generation **Intel Core i5-**10210U Processor **4.3 GHz**			
4.2.3.	Display	• 14" diagonal LED -Backlit HD anti-glare non- touch with camera FHD IPS (1920 x 1080, 250 nit)			
4.2.4.	Graphics	• Integrated Intel HD Graphics • Camera HD 720p with privacy cover			

4.2.5.	Dimensions	• Black: WQHD, low-power FHD: 328.8mm x 225.8mm x 16.1mm / 12.94" x 8.85" x 0.63"			
4.2.6.	Memory	• **16 GB** DDR4 2666MHz			
4.2.7.	Storage and Drives	• **256 GB** *Solid State Drive PCIe-NVMe OPAL2.0 M.2L2.0 M.2*			
4.2.8.	Networking / Communications	• Intel® Ethernet Connection • Intel 802 .11ac • Bluetooth 5.0 Combo • 2 x USB-C Thunderbolt™ 3 • **LTE** SIM Card Reader • 1 X HDMI 1.4 • WLAN: Intel® Dual-Band Wireless 2 x 2 AC • HD 720p with Shutter • Backlit with white LED lighting keyboard			

4.2.9.	**ACCESSORIES**	**DOCKING STATION / *Port Replica:***
		 • ***Connectivity:***
		  ○ *2 x DisplayPort 1.4,*
		  ○ *1 x HDMI 1.4*
		  ○ *1 x USB-C (5 Gbps, 5V 3A power),*
		  ○ *3 x USB 3.0 Gen 1 (5 Gbps, 1 always-on USB Charging),*
		  ○ *2 x USB 2.0, 1 x 3.5 mm Stereo/Mic Combo Port,*
		  ○ *1 x Gigabit Ethernet Port*
		Keyboard , Mouse & Laptop Bags
		USB Keyboard & USB Optical Mouse
		Laptop Backpack Bags			

4.2.10.	Warranty	3 year- next business day onsite service warranty			
4.2.11.	Warranty	Accidental Damage			

			YES	NO	Provide Details
			COMPLY		
4.3.	**83 x MEDIUM SPECIFICATION LAPTOPS** *(minimum specification requirement)*		**YES**	**NO**	**Provide Details**
4.3.1.	Operating system	*Preinstalled Windows 10 Pro x64*			
4.3.2.	Processor	• 11th Generation **Intel® Core™ i7-8700T with vPro Processor** (2.40GHz, up to 4.0GHz with Turbo Boost, 12MB Cache)			
4.3.3.	Display	• 14" diagonal LED -Backlit HD multi-touch, anti-reflective / anti-smudge			
4.3.4.	Graphics	• Integrated Intel HD Graphics • Camera HD 720p with Shutter privacy cover			
4.3.5.	Memory	• **16GB** DDR4 2666MHz			
4.3.6.	Storage and Drives	• **256 GB** *Solid State Drive PCIe-NVMe OPAL2.0 M.2L2.0 M.2*			
4.3.7.	Networking / Communications	• Intel® Ethernet Connection • Intel 802 .11ac • Bluetooth 5.0 Combo • 2 x USB-C Thunderbolt™ 3 • **LTE** SIM Card Reader • 1 x HDMI 1.4 • HD 720p with Shutter • Backlit with white LED lighting keyboard			
4.3.8.	Accessories	**Keyboard , Mouse & Laptop Bags** • USB Keyboard & USB Optical Mouse • Laptop Backpack Bags			
4.3.9.	Monitors	**155 X 19.5 "Monitors**			
4.3.10.	Warranty	3 year- next business day onsite service warranty			
4.3.11.	Warranty	Accidental Damage			

			COMPLY		
			YES	NO	Provide Details
4.4.	**11x HIGH SPECIFICATION LAPTOPS** *(minimum specification requirement)*				
4.4.1.	Operating system	• *Preinstalled Windows 10 Pro x64*			
4.4.2.	Processor	• Intel® **Xeon® E-2176M 6 Core Processor with vPro™** (2.70GHz, up to 4.40GHz with Turbo Boost Technology, 12MB Cache)			
4.4.3.	Display	• 15.6" 4K UHD HDR (3840 x 2160) IPS multi-touch, anti-reflective / anti-smudge, 400 nits			
4.4.4.	Graphics	• NVIDIA® GeForce® GTX 1050 Ti Max-Q 4GB			
4.4.5.	Memory	• **32 GB** DDR4 2666MHz			
4.4.6.	Storage and Drives	• **1TB** *Solid State Drive PCIe-NVMe OPAL2.0 M.2L2.0 M.2*			
4.4.7.	Networking / Communications	• Intel 9560 802.11AC vPro (2 x 2) & Bluetooth 5.0 • Full size Ethernet Extension Connector • 2 x USB-C Thunderbolt™ 3 • **LTE** SIM Card Reader • 1 X HDMI 1.4 • HD 720p with Shutter • Backlit with white LED lighting Keyboard			

4.4.8.	**ACCESSORIES**	**DOCKING STATION:**
		• *Connectivity:*
		    ○ *2 x DisplayPort 1.4,*
		    ○ *1 x HDMI 1.4*
		    ○ *1 x USB-C (5 Gbps, 5V 3A power),*
		    ○ *3 x USB 3.0 Gen 1 (5 Gbps, 1 always-on USB Charging),*
		    ○ *2 x USB 2.0, 1 x 3.5 mm Stereo/Mic Combo Port,*
		    ○ *1 x Gigabit Ethernet Port*
		Keyboard , Mouse & Laptop Bags
		• Wireless Keyboard & Wireless Optical Mouse			

		• Laptop Backpack Bags			
4.4.9.	Warranty	3 year- next business day onsite service warranty			
4.4.10.	Warranty	Accidental Damage			

5. Bid Evaluation

5.1. Evaluation of the Bids

Bids will be evaluated on the 80/20 procurement principle as per the Supply Chain Management Policy and the relevant Treasury Regulations. The following evaluation approach will be applied:

- o Phase 1 will be the screening of mandatory documents, ensuring compliance thereof.
- o Phase 2 will be evaluation on Functionality.
- o Phase 3 will be Price and BBBEE.

Phase 2. Special Mandatory Condition and Functionality

The following is a special mandatory condition for the proposed equipment to be rented. Bidders who fails to meet this mandatory condition will be disqualified.

Special Condition		
Proof of Original Equipment Manufacturer Relationship Bidders must supply evidence of an OEM relationship together with their proposals.	**Comply**	**Not Complied**
Warranty and Insurance Bidder must include 3 year- next business day onsite service warranty and accidental damage cover on the pricing.	**Comply**	**Not Complied**

No		Points
A.	Functionality: Pre-qualification criteria (cut-off 80%)	
	Functional Proposal	

| 5.1.1. | • Bidder should attach three testimonial(s) from the current/previous clients, in the form of reference letter(s) where similar services were provided on a letterhead that describe the following:

1. Lessee/customer's experience (delivery of the laptops & desktops, quantity and quality of support service)
2. Period of service offered (preferably in the last three years).
3. Contact details. | 20 |

Evaluation Criteria

No	Functionality	Score
1	Attached 3 testimonial(s), in the form of reference letter(s) that fulfil all the requirements as stipulated above	5
2	Attached testimonial(s), in the form of reference letter(s) that fulfil requirements 1 and 3 as stipulated above.	4
3	Attached testimonial(s), in the form of reference letter(s) that fulfil requirements 1 and 2 as stipulated above.	3
4	Attached testimonial(s), in the form of reference letter(s) that fulfil requirement 1 as stipulated above.	2
5	Attached testimonial(s), in the form of reference letter(s) that did not fulfil any of the requirements stipulated above.	1

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• Key requirements in Annexure A 16 Desktops included:

Evaluation Criteria

No	Functionality	Score
1	Complies with all 11 requirements	5
2	Complies with 10 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	4
3	Complies with 8 requirements including desktops specification (Processor, RAM,	3

		Storage and operating system) not being lower than the minimum requirement		
	4	Complies with 9 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	2	
	5	Complies with less than 8 requirements	1	

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. • Key requirements in Annexure A: 272 * i5 Standard Laptops Included:

Evaluation Criteria

No	Functionality	Score
1	Complies with all 11 requirements	5
2	Complies with 10 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	4
3	Complies with 9 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	3
4	Complies with 8 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	2
5	Complies with less than 8 requirements	1

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• Key requirements in Annexure A: 83 * i7 Medium Specification Laptops included:

Evaluation Criteria

No	Functionality	Score
1	Complies with all 11 requirements	5
2	Complies with 10 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	4
3	Complies with 9 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	3
4	Complies with 8 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	2
5	Complies with less than 8 requirements	1

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• Key requirements in Annexure A: 11 High Specification Laptops included

Evaluation Criteria

No	Functionality	Score
1	Complies with all 11 requirements	5
2	Complies with 10 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	4
3	Complies with 9 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	3
4	Complies with 8 requirements including desktops specification (Processor, RAM, Storage and operating system) not being lower than the minimum requirement	2
5	Complies with less than 8 requirements	1

Only bidders who meet the cut-off score of 80 points out of 100 points for functionality criteria as described above will be considered further for price evaluation. All bid proposals submitted will be evaluated in accordance with the 80/20 procurement principle as prescribed by National Treasury Regulations.

The Ownership of the equipment must be transferred from the Service Provider to ICASA after the 36-month period at no additional cost.