



ICASA 35 2020: APPOINTMENT OF SERVICE PROVIDER FOR THE PROVISION OF AN INTEGRATED BUSINESS & IT CONTINUITY SOLUTION WITH FULLY INTEGRATED OFFSITE DATA; BACKUP & PROTECTION FOR A PERIOD OF 5 YEARS ON AN 80/20 PPPFA 2000, PREFERENTIAL PROCUREMENT REGULATION: 2017.

MINUTES OF THE COMPULSORY BRIEFING SESSION:

Meeting Reference No	ICASA 35/2020
Date	21 April 2021
Time	11H00
Venue	Virtual Meeting

Folio No.	Item description and Discussion	Resolutions	Responsible persons
1	<p>Opening and welcome</p> <p>Mr. Siziba, declared the meeting officially opened and welcomed members in the BSC meeting.</p>		The committee
2	<p>Supply Chain Processes</p> <ul style="list-style-type: none"> • Those present for the briefing session will be allowed to respond to the bid • The legislations that ICASA uses for bids were highlighted to those present for the briefing session. • Those present were informed on the mandatory documents required, which include tax clearance certificate and BBBEE certificated, certified or an original copy. For joint Ventures and Consortium, a signed legal agreement and a consolidated BBBEE certificate. • Bid threshold is 80 points for price and 20 points for PPPFA • Reasons for disqualification were highlighted to those who were present to the briefing session • The closing date and time was also mentioned to those who were present, and no late submissions will be taken. 		

Technical: Terms of Reference

- Require a long-term solution for disaster recovery and backup solution.
- All requirements were presented to those who were present to the briefing
- The period is 5 years
- The service provider must commit that any resources syndicated to ICASA will not be syndicated to any other client. And indicate how it is managed.
- The evaluation criteria from 1 to 4 weight 20, 50, 15, and 15 respectively.

Q&A

Q: Clarification on the number of physical servers involved.

A: 15 physical Servers

Q: Looking for cloud storage as well

A: It is also acceptable

Q: Requirements on space and memory

A: These will be shared with bidders

Q: Usage per server, can that be provided?

A: Information on that cannot be provided as it varies on a day to day basis. But can make assumptions based on what is listed.

	<p>Q: 15 servers are they part of the scope</p> <p>A: They are not part of the scope</p> <p>Q: In terms of connectivity, is it from just head office or all the other offices</p> <p>A: From the head office to the DR</p> <p>Q: Consideration of a public cloud</p> <p>A: Will be considered</p> <p>Q: Which number of servers to consider, that on document or that given in presentation</p> <p>A: We will confirm and get back to you</p> <p>Q: Will there be two solution on DR and Cloud</p> <p>A: Yes, DR and cloud</p> <p>Q: Indication of scope of work of 2.3.17 for consulting exercise</p> <p>A: We will respond and sent back to the team</p> <p>Q: Can we propose a backup appliance</p> <p>A: they can be proposed</p> <p>Q: Syndication terminology, it is a bit confusing</p> <p>A: ICASA does not want to find themselves in a position where they cannot get full service, ICASA's infrastructure must be guaranteed.</p> <p>Q: Two internet breakups, what speed does ICASA require</p> <p>A: Just for redundancy</p> <p>Q: Exclusion of 2.3.3 and 2.3.4</p>		
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A: Mistakenly excluded

Q: References, our client can only respond via phone call and cannot provide written document it is against their policy

A: These will be acceptable, just indicate that they wish to be contacted.

Q: Data growth per year

A: 15% per year

Daily backup for a month, monthly backup for 13 months, and a yearly backup forever

Q: End of contract to transfer data back to ICASA, does it include infrastructure

A: Will only require the backup data

Q: Will ICASA have infrastructure to which data will be restored to

A: Refer to technical specification of 2.3.6, the annual backup

Q: During DR testing, will supplier be responsible for bringing virtual machine, and ICASA responsible for application layer

A: Yes, ICASA will be responsible for application layer

Q: Legacy injection

A: No legacy injection

Q: Can you share storage make model of device

A: That can be shared

Q: DR testing 5 days per test

A: Yes

	<p>Q: Will there be an extension of the closing date</p> <p>A: There will not be an extension, as period of advertisement is legislated by the PPPFA which is 21 days.</p> <p>As per Annexure A on terms of reference, bidders are advised to fill in the Special mandatory requirements, so the document is considered as acceptable.</p>		
<p>3</p>	<p>Closure</p> <p>The meeting was officially adjourned.</p>		

COMPILED BY:

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BID ADMINISTRATOR

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DATE

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DATE

