



ALFRED NZO

DISTRICT MUNICIPALITY

TERMS OF REFERENCE

NAME OF THE PROJECT: CABLING OF ANDM STORES

1. INTRODUCTION

Alfred Nzo District Municipality (ANDM) is hereby inviting suitably qualified and accredited service providers or individuals to submit their Quotation to acquire services of a suitable service provider for the cabling of three (3) ANDM stores (**Mbizana, Mount Frere and Ntabankulu Stores**) and two (2) **Water and Treatment Works (Bizana and Mount Frere)**).

2. AIM OF THE PROJECT

The aim of the project is to cable three (3) ANDM stores (**Mbizana, Mount Frere and Ntabankulu Stores**) and two (2) **Water and Treatment Works (Mbizana and Mount Frere)**).

3. SPECIFICATION

tem	Description	Quantity
1	Cabinet 9u with fan and power plugs	5
2	Krone 12 port Patch Panel (Cat6)	5
4	Krone Brush Panels	5
5	Network points (Cat 6)	25
6	12 Port 10/100/1000 POE	5

4. SCOPE OF WORK PER SITE

The appointed Service Provider (SP) will be responsible for:

- Installation of 9u cabinet with fan and power plug.
- Connect the Krone 12 port Patch Panel (Cat6) to the cabinet

Connect Krone Brush Panels to the cabinet

- Connect 12 Port 10/100/1000 POE switch to the cabinet.
- Installation of five (5) network ports (Cat6) to the office(s) that are there at the office.
- Test all the network points and cabinet to check and see if everything is working and also print reports of the tested network points

5. PROJECT MANAGEMENT

The service provider will work very close with the ICT Department; a contact person is Mr. Z.M Ntlangula and Mr. T. Mhlongo.

6. TIMEFRAME

- Provide a proper work plan on turnaround time when problems are encountered
- Project should be completed within 60 working days

7. PROJECT BUDGET

Service providers must quote driven by cost saving methods and prices which are commensurate to the specified scope of work.

8. EVALUATION CRITERIA

PREFERENTIAL PROCUREMENT POINTS WILL BE AWARDED AS FOLLOWS

A two stage bidding process will be utilized, proposals will be evaluated in the first stage of the bidding process and bidders who do not meet the pre-qualification criteria (Specification) will be disqualified.

Following Compliance evaluation process, bids will be evaluated according to the following:

- Stage 1 - Technical or Functional Evaluation
- Stage 2 - BBBE and Financial Evaluation

Only bidder scored a minimum of 70 out of 100 points will be considered for a Stage 2 evaluations.

Stage 1 – Technical or Functional Evaluation Criteria

ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	
Functionality	100
<ul style="list-style-type: none"> The Service Provider must have proven record in network cabling installation 	50
<ul style="list-style-type: none"> Company size where the provider implemented cabling 	30
<ul style="list-style-type: none"> Certification related to network cabling installation. 	20
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	
<ul style="list-style-type: none"> BBBEE Points 	20
<ul style="list-style-type: none"> Price 	80
Total	100

Bidders will be evaluated according to the following

Functionality consists of the following:

ITEM		Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY		
Functionality NB: Bidders are requested to download and complete ANDM Assessment of bidders form obtainable from ANDM website (www.andm.gov.za)		100
1. The Service Provider must have proven record in network cabling installation		50
1.1 If the provider has installed network cabling to above 3 contactable client (3 reference letters)	50	
1.2 If the provider has installed network cabling to 2 contactable clients (2 reference letters)	30	
1.3 If the provider has installed network cabling to 1 contactable clients (1 reference letter)	10	

2. Company size where the provider implemented cabling NB: Completion certificate or reference letter must include the number of users		30
2.1 Completion certificate for a company with more than 100 users	30	30
2.2 Completion certificate for a company with more than 50 users	20	
2.3 Completion certificate for a company with more than 20 users	10	
3. Certification related to network cabling installation.		20
4. Project team leader certified with CCNA or ICND	10	
5. One or more service provider personnel involved in the project with a Krone certification.	10	
Total		100

(References must be attached)

Recommended by
Mr. NR Xolo
Manager: ICT

Approved by
Mr. L Matiwane
Senior Manager:CPS