



National Research Foundation

INVITATION TO BID (SBD 1)

YOU ARE HEREBY INVITED TO BID FOR THE FOLLOWING SPECIFIED SUPPLY REQUIREMENTS

BID NUMBER:	NRF/CORP ICT01/32/2014-15	CLOSING DATE:	5 December 2014	CLOSING TIME	11:00
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BID DESCRIPTION

APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY DATACENTRE (CHASSIS AND SERVER), NETWORK CORE SWITCHES AND INTEGRATED STORAGE SOLUTION HARDWARE AND CONFIGURATION SERVICES FOR THE NATIONAL RESEARCH FOUNDATION.

Preferential Procurement System applicable (points for price: points for procurement preference): **90:10**.

Validity period from date of closure: **150** days

EITHER PHYSICALLY OR BY COURIER OR EMAIL (PDF FORMAT ONLY)

ENVELOPE ADDRESSING:

**NATIONAL RESEARCH FOUNDATION
CSIR SOUTH GATE
MEIRING NAUDE ROAD
BRUMMERIA
PRETORIA, 0184**

Bid Number and Name, Postal Address, Contact Name, Telephone Number and email address on the envelope

Bidders are required to deliver Bids to the correct address timeously. The NRF does not consider late bid responses.

Bidders submit their bid response on the official forms in this invitation (not to be re-typed) with additional information supplied on attached supporting schedules. Word version is available on request.

This Bid is subject to the Preferential Procurement Policy Framework Act and its 2011 Regulations, includes the General Conditions of Contract (NRF website) and Conditions of Contract as stipulated in this bid invitation.

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE DIRECTED TO:

Contact Person: Lebogang Mosoma

	Tel:	012 481 4268
	Email:	Lebogang.mosoma@nrf.ac.za
Contact Person:	Louwrie Fourie	
	Tel:	082 777 6917
	Email:	ict@nrf.ac.za

NAME OF BIDDER

REPRESENTED BY

POSTAL ADDRESS

PHYSICAL ADDRESS

TELEPHONE NUMBER	CODE	NUMBER
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CELL PHONE NUMBER	CODE	NUMBER
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FACSIMILE NUMBER	CODE	NUMBER
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E-MAIL ADDRESS

VAT REGISTRATION NUMBER

COMPANY REGISTRATION NUMBER

DESCRIBE PRINCIPAL BUSINESS ACTIVITIES:

TYPE OF COMPANY/FIRM [Tick applicable box]

Partnership/Joint Venture/Consortium

One person business/sole proprietor

Close Corporation		Company	
(Pty) Limited		Other	
COMPANY CLASSIFICATION [Tick applicable box]			
Manufacturer		Supplier	
Professional Service Provider		Other service providers e.g. transporter, etc.	
Has an original and valid tax clearance certificate been submitted? [Tick Applicable Box]			Yes
			No
Has a Preference Claim form (SBD6.1) claiming your Preference Points been submitted (a B-BBEE status level verification certificate must support preference points claimed) [Tick Applicable Box]			Yes
			No
If Yes, who was the B-BBEE certificate issued by: [Tick Applicable Box]			
An accounting officer as contemplated in the Close Corporation Act (CCA)			
A verification agency accredited by the South African Accreditation System (SANAS)			
A registered auditor			
Are you the accredited representative in South Africa for the goods/services/works offered? If Yes, please enclose proof.			Yes
			No
Is the Bid Invitation Response split into "Technical" and "Awarding" sections?			Yes
			No
Are certified copies of Certificate of Incorporation (as per entity type) enclosed?			Yes
			No

1. Background to the National Research Foundation

The National Research Foundation (“NRF”) is a juristic person established in terms of Section 2 of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government’s national agency responsible for promoting and supporting research and human capital development through funding, the provision of National Research Facilities and science outreach platforms and programs to the broader community in all fields of science and technology, including natural science, engineering, social science, and humanities.

2. Scope of Supply

The supply scope must be done in two phases

Supply

Phase 1

1. The supply of a Blade Center chassis, Blades.
2. The current V7000 warranty must be extended to the maximum duration as allowed by IBM. The serial number and related details of the V7000 is part of the technical specifications further down in this document.

Phase 2

1. Expand the drive space by adding an drive expansion bay on existing V7000 that supports real time compression, details further down as part of the technical requirements
2. New storage device (similar or equivalent to IBM V3700) that could have the capability to replicate Data using IP based block replication from the existing V7000 that will be hosted on the Disaster recovery site.
3. Network core switches must be replaced as per Technical specifications further down.

Services required

Phase 2

3. IMPORTANT: ROLL-OUT IN TWO PHASES AND TOTAL PROJECT COSTING

The project is rolled-out in two phases over an extended time period.

THE BIDDERS ARE REQUIRED TO QUOTE ON THE FULL PROJECT INCLUDING ALL PHASES TO ALLOW FOR AWARDING ON THE TOTAL COST OF THE PROPOSED DATA CENTRE.

THE ACTUAL EXECUTION WILL BE IN TWO PHASES/WORK PACKAGES WITH A WORK INSTRUCTION ORDER BEING ISSUED FOR COMMENCEMENT OF EACH PACKAGE.

Where additional work is required within the contract, further work instruction orders will be issued.

3.1. Phase 1 – Replacement of the existing chassis and servers

The first phase addresses the replacement of the existing chassis and servers including installation services as below:

1. Install Blade Center chassis into existing rack
2. Install Blades into the chassis and ensure power on
3. Update the firmware of the Blade Center and Blades to the latest version
4. NRF ICT staff will install VMware 5.5 on the Blades
5. Migrate current V7000 from existing Blade chassis to new chassis
6. Configure and ensure that V7000 storage volumes is visible on new Blade Center chassis and can be written to and read from VMware configured on the Blades

3.2. Phase 2 – Storage Expansion , Supply of new storage device and Network Core switches

The second phase addresses the expansion of the existing V7000 by adding drive bay according to technical requirements as part of this document, the supply and installation of a new storage device similar or equivalent to IBM V3700 as per technical requirements part of this document. Services required for phase 2 :

1. Install and integrate new drive bay with existing V7000 and ensure that newly installed drives can be used to expand existing storage volumes.
2. New storage device must be installed as a new installation and volumes visible via VMware on existing 2 X IBM X3550 M3 Servers. Storage block replication must be configured via IP based data replication between existing IBM V7000 and newly supplied storage device. NRF ICT staff will supply IP addresses and ensure IP connectivity between the source and destination storage devices.
3. Network switches must be supplied and installed to match current configuration which includes multiple VLAN's, VLAN tagging. The switches currently installed for this purpose is 2 X Cisco 3750G.

3.3. Integration of Existing Storage

The solution takes into consideration the integration of the existing IBM Storewize V7000 storage device into the proposed data centre including real-time compression.

4. Selection and Awarding of Contract

This Bid is evaluated through a two-stage process.

4.1. Stage 1 – Selection of Qualified Bidders

The Bid Evaluation Committee evaluates the bid response/submission against the Bid Invitation specifications in accordance to evaluation criteria and the scoring set published in the Bid Invitation.

4.2. Stage 2 – Awarding of the Contract

The Bid Evaluation Committee evaluates on a fair and equal comparison basis the financial proposal taking into account all aspects of the proposals.

The contract award criteria are:

Price - with the lowest priced Bid **on an equal and fair comparison basis** receiving the highest price score as set out in the Preferential Procurement Policy 2011 Regulations.

Preference - preference points as claimed in the preference claim form (SBD6.1) added to the price ranking scores and the highest combined score is nominated for the contract award.

Administration - Contracts awarded where Bidders have supplied the relevant administrative documentation, especially the Tax Certificate.

5. Specification

(Please attach your detailed response as a separate schedule to this bid invitation when returned):

5.1. Context

The National Research Foundation embarked on a hardware replacement, virtualisation and storage consolidation strategy in 2010. The operational aspects relating to the deployment and commissioning of new and existing systems provided the team with the ability to seamlessly deploy new servers while ensuring full availability of systems. With this in mind the proposed solution is to conduct a technology refresh and allows the capacity to expand the services offered in-house in order to ensure availability, redundancy and ease of use. The current datacentre and storage has been in operation since 2010 and the technology has reached its end of life.

5.2. Supplies Required for Phase 1: Datacentre (Chassis and Servers)

1. Blade Chassis including Management Software with a minimum of 5 Year Onsite Repair directly from OEM vendor (24x7 4 Hour Response) similar or equivalent to IBM Blade Centre
2. 4 x Servers with the following minimum specifications per server:
 - a. 4 x 2.4 GHz Processor (Intel Xeon E5-4610)
 - b. 384 Gb Memory
 - c. 2 x 300GB Hard drive (RAID 1)
 - d. 4 x 10GB NIC
 - e. 2 port 16GB fibre channel adapter
3. Existing V7000 storage warranty must be extended to the maximum allowed duration as per IBM warranty specifications

5.3. Supplies Required for Phase 2: Switches and Storage

1. 2 x 10 Gig 48 Port Layer 3 Network Core Switches
 - 1.1 The above switch/es must be able to connect redundantly to the proposed Blade chassis via direct fibre connectivity at 10GIG uplink speed
 - 1.2 Must support multiple VLAN's via tagging
2. Existing V7000: 1 x 40 TB usable storage expansion
 - 2.1 The above expansion unit must be split as follows: 10TB usable 15K RPM SAS drives and the remaining 30TB near line SAS drives with the provision of hot spares on both.
 - 2.2 **Information about current V7000**
 - 2.2.1 Machine Type and model: 2076-324
 - 2.2.2 Serial number: 78RE6AV
3. Supply 1 x 70 TB usable storage device compatible with block level replication (Similar or equivalent to IBM V3700)
 - 3.1 The above storage device can be populated with 10K SAS drives to meet space requirement and must include a hot spare drive

5.4. Warranties

Five year manufacturer warranty on each of the equipment supplied inclusive of replacement of components failed as result of latent defects in manufacture.

5.5. Onsite Repair

A minimum of five (5) year onsite repair service with a 24x7 4 hour response on all Hardware supplied.

REMOVE

5.6. Firmware Updates

All firmware updates for each equipment and software detailed in this agreement is provided during the duration of this contract or the life span of the equipment and software supplied whichever is the longer.

5.7. Maintenance and Support Services and Performances

The following services are required for the duration of the contract for the maintenance and support of hardware and software including firmware:

1. Delivery of equipment and assist with registration of hardware warranties
2. Installation and configuration of hardware
3. Technical documentation based on customised configuration
4. Training / handover of infrastructure staff during implementation
5. Integration of existing storage and functionality
6. Project and implementation plan that includes internal resources

The performance levels for each of these services are detailed below:

1. Delivery of equipment is handled in a professional manner
2. Senior technically competent staff with proper product knowledge and technical capability
3. Seamless installation, configuration and integration of hardware
4. Easily understood, attractive technical documentation mapping out the configuration of the work completed that is easy to maintain
5. Understanding of requirements and providing advisory services based on proven best practice
6. Project managed on a milestone approach with close collaboration with internal NRF infrastructure resources

5.8. Growth for the next five years

The specification set out is inclusive of a framework to cater for existing needs as well as for growth for the next 5 years related to the hardware supplied. This could typically include but is not limited to expansion of resources related to the Blade Chassis, Blades and both storage devices.

5.9. Health and Safety Requirements

Bidders are responsible for health and safety management of their staff when the staff are on National Research Foundation's premises.

5.10. Local Content Requirements for Designated and Non-Designated Sectors

Contracted suppliers are required to be based locally in South Africa.

5.11. Evidence of Supply Capacity and Capability (Technical Merit)

Contactable references

Bidders are required to provide a report on previous clients including contactable references with the option to conduct site visits.

Profile

Bidders are required to provide a profile of themselves for evaluation of their capacity to supply the required equipment including resources, details of agency or distribution agreements that they hold as well as details of equipment that they manufacture or distribute.

Written References

Bidders are required to provide three (3) written references from previous clients in which the clients declare the following:

<u>Criteria</u>	<u>Below Expectations</u>	<u>Meets Expectations</u>	<u>Above Expectations</u>
Professionalism			
Interpersonal skills			
Turn around/completion times			
Satisfaction with the work done.			
Technical Expertise			
Overall Impression (i.e. would use again)			

Written Reference from SARS

Bidders are required to provide written reference – AN ORIGINAL TAX CLEARANCE CERTIFICATE (Refer to SBD2 for applying to SARS for this) – that they are in good standing with SARS.

Written Reference of Past Supply Chain Practises (SBD8 and SBD9)

Bidders are to provide signed copies as included in this document that their supply chain practices are in order (Refer SBD8) and that their pricing quotation practices are not collusive (SBD9).

6. Qualifying Thresholds for Selection (Stage 1) Evaluation

The Bid Evaluation Committee scores bids received utilising the following scoring systems:

Range scoring -

0	1	2	3	4
No Information to make assessment	Poor	Average	Meets Requirements	Exceeds Requirements

Scoring less than the minimum threshold specified per each criterion AND total aggregate of 75% are marked as failed and, bidders that do not qualify in stage 1 are not considered in stage 2 – awarding.

7. Stage 1 - Selection on Specifications, Capabilities and Capacities

SELECTION CRITERIA			
NO.	ELEMENT	WEIGHT	MINIMUM THRESHOLD
1	<p>ABILITY TO MEET SPECIFICATIONS AND STANDARDS</p> <p>CHASSIS</p> <ul style="list-style-type: none"> Capacity to house 14 servers Ability to support current and future infrastructure technologies Simplicity when adding compute, storage, or networking capability through the addition of nodes, modules or chassis Supports N+N or N+1 redundant power supplies Passive mid-plane <p>MINIMUM PER SERVER</p> <ul style="list-style-type: none"> Memory capacity up to 1.5TB, 48 DIMMs Four Intel Xeon processor E5-4610 Automated power management with on-board sensors Two 2.5" HS (SAS/SATA/SSD) disk slots Integrated system management Integrated RAID 0/1 controller Redundant hypervisor 4 x Mezzanine Cards (x16 + x8 PCI Express 3.0) Four 1GbE/10GbE Ports (Dual Controllers) <p>2 x Network Core Switches</p> <ul style="list-style-type: none"> 10 Gig 48 Port Layer 3 Network Core Switches <p>Storage</p> <ul style="list-style-type: none"> 1 x 40 TB usable storage expansion to V7000 1 x 70 TB usable storage device compatible with block level replication 	70%	100%
2	<p>COMPATABILITY WITH EXISTING PRODUCTS</p> <p>Full Integration with</p> <ul style="list-style-type: none"> V7000 Storewize Incorporating from scalability and software compression functionality currently in place 	20%	100%

	<ul style="list-style-type: none"> Block level replication capability 		
3	TECHNICAL ABILITIES AND LEADERSHIP <ul style="list-style-type: none"> Sound experience in the following areas: <ul style="list-style-type: none"> infrastructure management virtualisation technologies firmware updates and provisioning of resources 	15%	75%
4	PRODUCT AND SERVICE QUALITY <ul style="list-style-type: none"> The following areas will be assessed in relation to the product and aftersales service ability: <ul style="list-style-type: none"> Reliability Responsiveness Assurance 	10%	75%
5	PROVEN PERFORMANCE AND EXPERIENCE <ul style="list-style-type: none"> Proven experience with at least 5 years in the supply, maintenance and implementation of server infrastructure hardware and networking At least 4 existing client recommendations relating to supply, installation and maintenance of similar virtualised implementations At least 4 years solid experience in storage related products and installations 	15%	75%
6	ADEQUATE DISTRIBUTION <ul style="list-style-type: none"> Local Support Presence in South Africa 	5%	100%
7	SALE / SERVICE SUPPORT RESOURCES <ul style="list-style-type: none"> 1st, 2nd and 3rd level support including the assurance of full availability i.e. 24/7 365 days a year 	5%	100%
TOTAL SCORE ACHIEVABLE		100%	90%

8. Contract Management

The award of this contract to the selected supply provider establishes the contract between the NRF and the appointed supply provider.

The contract is inclusive of subsidiary work instructions as specified in this document where the nature and quantity of supplies are not determinable at the commencement of this contract. The quantities specified in this document are the initial quantities required.

Each works instruction order issued in terms of this agreement other than the initial quantities of equipment, software and firmware set out in this agreement follows the process of a detailed quotation of the supply required, evaluation of the supply quotation received and, where necessary, request either

further detail or negotiate upon value of supply quoted and the issue of an official Works Instruction Purchase Order for the agreed supply prior to the commencement of such supply.

The successful Service Provider will be expected to provide quotations on additional services and components as and when required over a period of five years, however, this should not form part of this bid pricing.

9. Contract Period

The contract will commence with immediate effect upon the signing by both parties in duplicate of the Written Offer and the Acceptance of Written Offer (SBD 7) and will continue for five years.

10. Supply Performance Delivery Verification

NRF representative verifies both delivery and performance prior to signing a certificate of delivery / installation / commissioning evidencing such performance. The NRF signed certificate is required to be attached to all invoices generated for payment.

11. Payment

The NRF undertakes to pay performance verified invoices in full within thirty (30) days from the monthly statement date or upon agreed payment intervals as stipulated in this contract.

No invoice for outstanding deliverables or for any unproductive or duplicated time spent by the service provider is paid. The NRF does not accept predated invoices.

12. Pricing Schedule for the Duration of the Contract

(Standard Bidding Document 3.1 and 3.3)

NOTE Only firm prices accepted. The price quoted is fully inclusive of all costs and taxes. No changes, extensions, or additional ad hoc costs are accepted once the contract has been signed.						
Detailed information is optional and provided as annexures to the details provided below.						
Bid price in South African currency, foreign exchange risk is for the account of the Bidder.						
Pricing is subject to the addition of Preference Points as stipulated in the section below - Standard Bidding Document 6.1 Preference claim form						
OFFER TO BE VALID FOR			150 days		FROM CLOSING DATE OF BID.	
ITEM NO	QUANTITY (unit of measure)	DESCRIPTION OF SUPPLIES FOR THE INTIAL INSTALLATION	RATE/UNIT PRICE (per unit of measure)	BID/QUOTE PRICE		
1	1	Chassis and Management Software (real-time compression) with a minimum of 5 Year Onsite Repair (24x7 4 Hour Response)				
2	4	Servers with the following minimum specifications (per server):				

		a. 4 x 2.4 GHz Processor Intel Xeon E5-4610 b. 384 Gb Memory c. 2 x 300GB Hard drive (RAID 1) d. 4 x 10GB NIC 2 port 16GB fibre channel adapter		
3	2	10 GB 48 Port Layer 3 Network Core Switches		
4	1	40 TB usable storage expansion to V7000		
5	1	70 TB usable storage device		
		TOTAL		
B-BBEE STATUS LEVEL OF CONTRIBUTION (Per SBD 6.1 below)			Level	Preference Points Claimed
Are detailed price schedules attached?			Yes	No
Does the offer comply with the specification(s)?			Yes	No
If the offer does not comply to specification, indicate deviation(s) in a separate attached schedule.				

13. PREFERENCE POINTS CLAIMED (STANDARD BIDDING DOCUMENT 6.1)

In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points are awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor per B-BBEE Certificate	Number of points	B-BBEE Status Level of Contributor per B-BBEE Certificate	Number of points
	90/10		90/10
1	10	6	3
2	9	7	2
3	8	8	1
4	5	0	0
5	4		

B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF THE ABOVE TABLE:

Level	=	90:10
	=	

(Points claimed substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I/we acknowledge that:

- i. The information furnished is true and correct;
- ii. The preference points claimed are in accordance with the General Conditions as indicated in Paragraph 1 of this form.
- iii. In the event of a contract being awarded as a result of points claimed as shown above, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv. If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - a) Disqualify the Bidder from the bidding process;
 - b) Recover costs, losses or damages it has incurred or suffered as a result of that Bidder's conduct;
 - c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - d) Restrict the Bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding ten (10) years, after the audi alteram partem (hear the other side) rule has been applied; and forward the matter for criminal prosecution

14. SUB-CONTRACTING (STANDARD BIDDING DOCUMENT 6.1)

Will any portion of the contract be sub-contracted?		Yes	No
If Yes, indicate:			
(i)	What percentage of the contract will be subcontracted?	%	
(ii)	The name of the sub-contractor?		
(iii)	The B-BBEE status level of the sub-contractor?		
(iv)	Whether the sub-contractor is an EME?	Yes	No

I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the information is true and correct and I/we acknowledge that:

- i. A Bidder will not be awarded points for B-BBEE status level if it is indicated in the Bid documents that such a Bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a Bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- ii. A Bidder awarded a contract may not sub-contract more than 25% of the value of the contract to

any other enterprise that does not have an equal or higher B-BBEE status level than the Bidder concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

15. Conditions of Contract

a) NATIONAL TREASURY GENERAL CONDITIONS OF CONTRACT

General Conditions of Contract, as issued by National Treasury, are part of this contractual agreement and are available on the NRF Website (www.nrf.ac.za). Click on "Procurement" .

b) CLAUSES IN THIS BID INVITATION CONDITIONS OF CONTRACT

All clauses stipulated in this Bid invitation form part of the Conditions of Contract applying to this document.

c) BID RESPONSE PREPARATION COSTS

The NRF is **NOT** liable for any costs incurred by a bidder in the process of responding to this Bid, including on-site presentations and the proposal a service provider may make and/or submit.

d) CANCELLATION PRIOR TO AWARDING

The NRF has the right to withdraw and cancel the Bid.

e) LATE BIDS.

Bids submitted after the stipulated closing date (and time) is not considered.

f) COLLUSION, FRAUD AND CORRUPTION

Any effort by Bidder/s to influence Bid evaluation, Bid comparisons or Bid award decisions in any manner may result in the rejection of the Bid concerned.

g) CONFIDENTIALITY

The successful Bidder agrees to sign a general confidentiality agreement with the NRF.

h) VALIDATION OF SUBMITTED DOCUMENTATION

The NRF has the right to have any documentation submitted by the Bidders inspected by another technical body or organisation.

i) PROOF OF FUNCTIONALITY

The NRF has the right to call interviews/presentations/proof of functionality sessions with short-listed service providers before the final selection.

j) INFORMATION PROVIDED IN THE BID INVITATION

All information contained in this document is solely for the purposes of assisting Bidders to prepare their Bids. Any use of the information contained herein for other purpose than those stated in this document is prohibited.

k) INTELLECTUAL PROPERTY PROVIDED IN THE BID INVITATION

The ownership and intellectual property rights of all designs, specifications, programming code and all other documentation provided by the NRF to the Bidder, both successful and unsuccessful, remain the property of the NRF

l) INTELLECTUAL PROPERTY CONTAINED IN THE DELIVERABLES

The ownership and intellectual property rights of all designs, specifications, programming code and all other documentation required as part of the delivery to the NRF reside with the NRF.

16. DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the State¹, or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes an advertised competitive Bid, a limited Bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative, declare his/her position in relation to the evaluating/adjudicating authority where:

- The Bidder is employed by the State; and/or

- The legal person on whose behalf the Bidding Document is signed, has a relationship with persons/s person who is/are involved in the evaluation and or adjudication of the Bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and/or adjudication of the Bid.

In order to give effect to the above, the following questionnaire must be completed and submitted with this Bid:

- Full Name of Bidder or his/her representative

- Identity Number:

- Position occupied in the Company (director, trustee, shareholder², member):

- Registration number of company, enterprise, close corporation, partnership agreement or trust:

- Tax Reference Number:

<ul style="list-style-type: none"> VAT Registration Number: 		
<ul style="list-style-type: none"> The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions: 		
	Schedule attached with the above details for all directors/members/shareholders	Yes No
<ul style="list-style-type: none"> Are you or any person connected with the Bidder presently employed by the state? If so, furnish the following particulars in an attached schedule: 		Yes No
	Name of person/ director/ trustee/ shareholder/member:	
	Name of state institution at which you or the person connected to the Bidder is employed	
	Position occupied in the state institution	
	Any other particulars:	
<ul style="list-style-type: none"> If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? If Yes, did you attach proof of such authority to the Bid document? If No, furnish reasons for non-submission of such proof as an attached schedule (Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.) 		Yes No
<ul style="list-style-type: none"> Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the State in the previous twelve months? If so, furnish particulars as an attached schedule: 		Yes No
<ul style="list-style-type: none"> Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the State and who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule. 		Yes No
<ul style="list-style-type: none"> Are you, or any person connected with the Bidder, aware of any relationship (family, friend, other) between any other Bidder and any person employed by the State who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule: 		Yes No
<ul style="list-style-type: none"> Do you or any of the directors/ trustees/ shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract? If so, furnish particulars as an attached schedule: 		Yes No

17. DECLARATION OF BIDDER'S PAST SCM PRACTICES (SBD 8)

<ul style="list-style-type: none"> Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as 		Yes No
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an attached schedule:		
<ul style="list-style-type: none"> Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Was any contract between the Bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule: 	Yes	No
<p>The Database of Restricted Suppliers and Register for Tender Defaulters resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>		

18. CERTIFICATE OF INDEPENDENT BID DETERMINATION (SBD 9)

<p>I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by the NATIONAL RESEARCH FOUNDATION, do hereby make the following statements that I certify to be true and complete in every respect:</p>		
<ul style="list-style-type: none"> I have read and I understand the contents of this Certificate; 	Yes	No
<ul style="list-style-type: none"> I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect; 	Yes	No
<ul style="list-style-type: none"> I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder; 	Yes	No
<ul style="list-style-type: none"> Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder; 	Yes	No
<p>For the purposes of this Certificate and the accompanying Bid, I understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:</p> <ol style="list-style-type: none"> Has been requested to submit a Bid in response to this Bid invitation; Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder 		
<p>The Bidder has arrived at the accompanying Bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.</p>		

In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- a) Prices;
- b) Geographical area where product or service will be rendered (market allocation);
- c) Methods, factors or formulas used to calculate prices;
- d) The intention or decision to submit or not to submit, a Bid;
- e) The submission of a Bid which does not meet the specifications and conditions of the Bid; or
- f) Bidding with the intention not to win the Bid.

In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.

The terms of this Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding of the contract.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

19. CONTRACT FORM - (SBD 7)

19.1. WRITTEN OFFER (To Be Filled In By the Bidder)

I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to the **NATIONAL RESEARCH FOUNDATION** in accordance with the requirements and specifications stipulated in this Bid document at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of Bid.

The following documents are deemed to form and be read and construed as part of this agreement even where integrated in this document:

Invitation to Bid (SBD1)	Technical Specification(s);
Bidder's responses to technical specifications, capability requirements and capacity as attached to this document	

Pricing Schedule(s) (SBD3);	Tax Clearance Certificate
Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011 (SBD6.1);	
Declaration of Interest (SBD4);	Declaration of Bidder's past SCM practices (SBD8);
Certificate of Independent Bid Determination (SBD9)	General Conditions of Contract available on the NRF Website and set out below

I confirm that I have satisfied myself as to the correctness and validity of my Bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

I declare that I have had no participation in any collusive practices with any Bidder or any other person regarding this or any other Bid.

I certify that the information furnished in these declarations (SBD4, SBD6.1, SBD 6.2 where applicable, SBD8, SBD9) is correct and I accept that the NRF may reject the Bid or act against me should these declarations prove to be false.

I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	
CAPACITY	
SIGNATURE	
NAME OF FIRM	
DATE	

WITNESSES	
1	_____
2	_____
Date	_____

19.2. ACCEPTANCE OF WRITTEN OFFER

The National Research Foundation acceptance of this written offer is authorised by a duly delegated official of the NRF and communicated through the duly completed SBD7 in both parts signed by both parties duly delegated official.