



# UMZIMVUBU

LOCAL MUNICIPALITY

**ADVERTISING DATE: 06 DECEMBER 2019**

**UMZI/2019-20/NETWORK SWITCHES (CORPSERV)**

SERVICE PROVIDER TO DO REPAIRS AND MAINTENANCE OF NETWORK SWITCHES.

Bidders are hereby invited to submit proposals/Quotations to do repairs and maintenance of network switches as per specification.

**MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.**

Umzimvubu Local Municipality Supply Chain Management policy will apply. A valid Original Tax Clearance Certificate or confirmation from SARS with a verification pin, copy of company Registration/Founding Statement/CIPC Documents. Certified BBBEE certificate and a combined BBBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. CSD Registration and MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. Certified copies of Certificates must not be later than 90 days of closing date. **No couriered, faxed, e-mailed and late tenders will be accepted.** Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All quotation must be deposited in the quotation box situated at **Umzimvubu Local Municipality Offices at SCM office 813 Main Street, Mt Frere** not later than **12h00 noon on 17 December 2019**. All tenders must be clearly marked "Name of the project or Reference number". All service providers must be registered on CSD and submit proof. The municipality will not make award any award to a person or persons working for the state.

**Enquiries:**/ All technical enquiries may be directed to Mr.T .Funani & Mr Mbukushe (SCM Manager) 039 255 8565/8555

Other enquiries regarding this Bid may be directed to the office of the Municipal Manager:

**Attention: Mr G.P.T Nota**

**813 Main Street or P/Bag X9020**

**MT FRERE**

**5090**

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**GPT NOTA (MUNICIPAL MANAGER)**

**UMZIMVUBU LOCAL MUNICIPALITY**



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**NAME OF THE PROJECT: CISCO EQUIPMENT UPGRADE**

## TERMS OF REFERENCE

### NAME OF THE PROJECT: CISCO EQUIPMENT UPGRADE

#### 1. INTRODUCTION OF THE PROJECT

To upgrade Umzimvubu Cisco switches as the current switches have reached life span

#### 2. AIM OF THE PROJECT

The municipality seeks the services of a suitably qualified, experienced and competent service providers to provide with new configured PoE (Power over Ethernet) switches.

#### 3. SCOPE OF WORK

##### Cisco Catalyst 9200 Series PoE+ Switch

2\* Managed Cisco Catalyst 9200 24-port PoE+ 4\* 1G uplink switch

2\* Cisco Aironet 802.11n dual band access point (Air-Lap1042N-E-K9)

2\* 1G single-mode SFP

2\* 1G Multi-mode SFP

##### Technical Specification

**Fixed uplink models:** C9200L-24P-4G, 24 ports full PoE+, 4x 1G fixed uplinks, PWR-C5-600WAC fixed redundant  
C9200L-48P-4G, 48 ports full POE+, 4x 1G fixed uplinks, PWR-C5-1KWAC fixed redundant

**Connectors:** 1000BASE-T ports: RJ-45 connectors, 4-pair Cat 5E UTP cabling, SFP transceivers: LC fiber connectors (single-mode or multimode fiber), 10GBASE-SR, LR, LRM (only C9200), ER, ZR, DWDM SFP+ transceivers: LC fiber connectors (single-mode or multimode fiber), SFP+ connector, Cisco StackWise-160/80 stacking ports: copper-based Cisco Stack Wise cabling, Ethernet management port: RJ-45 connectors, 4-pair Cat 5 UTP cabling, Management console port: RJ-45-to-DB9 cable for PC connections, USB-C adaptor, USB adaptor

**Physical ports:** (rear panel) RJ-45 console port, Blue Beacon LED, Fixed fan modules on C9200L switches, MGMT (RJ-45 10/100/1000 management port) 2 Power supply module slots, StackWise-80 port connectors

(Front panel): Blue Beacon (UID button), USB Type A storage ports, Mode button, 10/100/1000 PoE+ ports, Status LEDs, 4 Fixed uplink ports, USB mini-Type B (console) port

### **Licensing and Warranty**

Cisco DNA essentials 24, 3-5 year term license  
Comes with Cisco Enhanced Limited Lifetime Warranty

All devices should be managed and configured.

## **4. KEY DELIVERABLES**

- 4.1. 2\* 24 port PoE switches
- 4.2. 2 \* Access points
- 4.3. 2\* 1G single-mode SFP
- 4.4. 2\* 1G Multi-mode SFP

## **5. REQUIREMENTS**

- a) A service provider must be registered in the municipal data base of the suppliers and national treasuries database.
- b) A service provider must quote for work to be done
- c) A service provider must submit a valid tax clearance certificate
- d) A service provider that has embark on a similar project in at least three other institutions.
- (e) A service provider must undertake to provide the required service from the date of appointment to the end date.

## **6. PROJECT MANAGEMENT**

The Service Provider will work very closely with the Umzimvubu Local Municipality Assistant Manager: ICT is designated as the Project Manager.

## **7. PROJECT TIMEFRAME**

The contract is for a period of Four (4) weeks, but can be terminated when there is proof of underperformance or sub-standard.

## **8. PROJECT BUDGET**

Service Providers must present a work plan and budget consistent with the amount of work as specified in the "scope of work". The work shall vary from time to time depending on the need from the Municipality as shall be confirmed via the means of an official order.

## **9. PROPOSAL SUBMISSION REQUIREMENTS**

All proposals must cover the following aspects of importance:

### **9.1 Brief Company Profile**

Including brief history, field of expertise, staff qualifications, and previous experience where the main office is based as well as any other offices and a list of recently completed projects similar to the one we are requesting.

#### **9.1.2 Proposed Methodology**

Service provider should come up with a sound and workable methods for the development of the above.

#### **9.1.3 Proposed Cost Structure (Business Plan)**

Detailed Breakdown of Proposed Fee Structure

#### **9.1.4 Expertise Required:**

Due to the urgency of delivery, the scope requires a service provider to drive this project, in conjunction with necessary stakeholders and all other relevant interested and affected groups.

All the required professional team should be involved from the beginning.

### **9.2 Compulsory Terms and Conditions**

A proposal will not be considered unless the service provider furnishes the ULM with the duly completed documents mentioned below. In the event that a proposal is submitted by a consortium/joint venture, each

party, consultant and or sub-contractor of such consortium/joint venture must complete each of the documents mentioned below.

- Proof Ownership
- Declaration of Interests
- Tax Certificate
- MBD 4, MBD 8 and MBD 9

**9.2.1** The consortium submitting the proposal must declare any conflict of interests that it may have.

**9.2.2** The ULM reserve the rights, not to accept any proposals in part or in whole

**9.2.3** The ULM reserves the rights to suggest partnerships or joint venture to be formed between bidders, or that the assignment must be awarded to an exclusive BEE firm.

**9.2.4** The awarding of proposals will be valid for 80 days after the closing date.

**9.2.5** The ULM reserve the rights to amend any conditions, validity period, etc. in the event of material changes to the procedures, all parties will be duly notified and be dealt with transparently and equitable.

**9.2.6** Successful bidders will need to be prepared to commence work within 7 working days of being informed of the awarding of the tender.

**9.2.7** Failure to comply with these conditions will result in the invalidation of the proposal and subsequent expulsion/termination from the process.

**9.2.8** Successful bidder will be required to submit weekly progress reports.

**9.2.9** The guidelines contained in the Umzimvubu Local Municipality Supply Chain Management policy will apply.

**9.2.10**

**9.3** Evaluation Criteria 80/20 Functionality 100 points where 60 points must be scored in order to be evaluated further.

### Stage 1 – Functionality

Relevant experience	50
3 -5 Similar projects = 50	
2 – 4 Similar projects = 30	
1 Similar projects = 15	
0 Similar projects = 0	
Expertise	30
Certification on Routing and switching = 30	
No Certification Routing and switching = 0	
Re-seller certificate	20
Valid reseller certificate = 20	
No valid reseller certificate = 0	

NB: To proceed to next stage you need to obtain at least 60 points from stage 1

### Stage 2 – Price and preferential points

Price : 80

B-BBEE : 20

#### 9.4 Submission Format

All proposals must be in the form of an A4 bound documents, which is sealed in an envelope, clearly marked with the project name and contract number.

#### 9.5 Where to Submit:

9.5.1 All submissions must be clearly marked:

#### “CISCO EQUIPMENT UPGRADE”

And be addressed for the attention of Mr. G.P.T. Nota

9.5.2 Submissions must be hand delivered to the Municipal Offices in KwaBhaca and deposited in the tender box situated in the SCM Office at 813 Main Street, KwaBhaca.

**9.5.3 Due date for the submission of proposal \_\_\_\_\_ at  
12H00. NO LATE SUBMISSIONS WILL BE CONSIDERED.**

## **10 INFORMATION AND ENQUIRIES**

### **10.1 TECHNICAL ENQUIRIES**

To the attention of Mr. T Funani

Phone : +2739 255 8568

Fax : +2739 255 0167

Email: Tozamile.Funani@umzimvubu.gov.za

### **10.2 OTHER ENQUIRIES**

Any other queries related to the bid must be addressed to the attention of Mr.

G.P.T. Nota - Municipal Manager

813 Main Street

Private Bag X 9020

KwaBhaca

5090

Phone : +2739 255 0166

Fax : +2739 255 0167



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Mrs. T.T Madotyeni-Ngcongca

Acting Manager: Corporate Services