

REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION

INVITATION FOR PROPOSALS FOR THE SUPPLY, INSTALLATION AND SUPPORT OF SOFTWARE ASSET MANAGEMENT (SAM) TOOL FOR A PERIOD OF THREE (3) YEARS

REF NO.: DTP/RFP/16/ICT/11/2020

Dube TradePort Corporation (DTPC) was created as a provincial public entity to develop Dube TradePort. Refer to www.dubetradeport.co.za for more information on DTPC.

DTPC intends to appoint a competent Service Provider that has a Microsoft Partner status to supply and install a Software Asset Management (SAM) tool that will allow DTPC to monitor and track Microsoft licenses and comply with Microsoft SPLA licensing requirements.

The purpose of this project is for the Service Provider to provide and install a Software Asset management (SAM) tool in order to create Microsoft SPLA license usage reports. The tool will be used to mitigate the risk of end customers installing Microsoft products and not reporting the usage to DTPC. The product should be customisable and include an automated inventory solution. It must show all installed Microsoft licensed software and include the access-authorised users on each SAL-based (Subscriber Access License) application such as Exchange, Office and RDP.

THE FOLLOWING PRE-QUALIFICATION CRITERIA ARE APPLICABLE TO THIS TENDER:

- a) The SAM Software must have multiply resellers (or accredited support agents) that can supply and provide support of the software tool such that the tool is not only supported by one company.
- b) In line with the PPPFA regulations 2017 sub regulation 4, the prequalification for this bid is that:
 - (i) Only B-BBEE Level 1 or 2 companies are eligible to tender.
- c) A submitted bid that does not meet the above (a & b) requirement **will** be disqualified.

EVALUATION OF THIS BID

All proposals will be evaluated in various stages – compliance and functionality will be assessed and thereafter all responsive proposals will be evaluated in accordance with the PPPFA regulations, 2017 using the 80/20 preference points system.

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REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from, **23 March 2021 up to 29 March 2021** during the weekdays (Mon – Fri) between 08h30 and 16h00, at the Dube TradePort Corporation offices at 7 Umsinsi Junction, 4th floor, 29° South, La Mercy, KwaZulu-Natal. A non-refundable document fee of R250 (Two hundred and fifty Rands) must be paid via EFT and **must be emailed (to tenders@dubetradeport.co.za)** in order for the Bid Documents to be sent you. No cash will be accepted and proof of payment must be emailed for the Bid Documents to be sent to you. Please allow 2 days for funds to reflect in the account. DTPC will only email documents once the payment has been cleared in its bank account. Payments must contain the reference, “**DTP/RFP/16/ICT/11/2020**” and must clearly identify the Bidder, e.g. “ABC Consortium”. Electronic versions of these documents will only be available on confirmation and/or proof of payment.

Dube TradePort Corporation banking details:

Bank: ABSA; A/C No: 405 687 3817; Branch Code: 632 005; A/C Name: Dube TradePort Corporation;
Account type: Current

A **COMPULSORY** briefing session (**Virtually**) meeting for service providers, who have paid for and was emailed the Bid Documents during the period as specified above, will be held virtually via Microsoft Teams on, **30 March 2021 at 11:00**.

CLOSING TIME & DATE FOR SUBMITTING RESPONSES

Proposals must be submitted at the DTPC offices on or before **11h00**, South African time on **12 APRIL 2021**.

DOCUMENTS SHOULD BE CLEARLY MARKED “**APPOINTMENT OF SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION AND SUPPORT OF SOFTWARE ASSET MANAGEMENT (SAM) TOOL**”