

## Request for proposals (RFP)

### The replacement of the existing Data Centre UPS system, power reticulation, bus bar and UPS distribution board for the CSIR

### RFP No. 3480/14/10/2021

Date of Issue	Monday, 30 August 2021	
Last date for submission of intent to bid form and Site Visit (Appendix F and G)	Friday, 10 September 2021	
Compulsory Virtual Briefing Session and Non-Compulsory Site Inspection	<p><b>Compulsory Virtual Briefing Session:</b> Date: 14 September 2021 Time: 12h30 Platform: Virtual (MS Teams)</p> <p><b>Non-Compulsory Site Inspection:</b> Start after five (5) working days from the Compulsory Briefing Session</p>	
Last date for submission of queries / clarifications	Date: 04 October 2021 Time: 16:30	
Enquiries and submission of proposals	Strategic Procurement Unit	E-mail: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>
Closing Date and Time	14 October 2021	
CSIR business hours	08h00 – 16h30	

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## **SECTION A – TECHNICAL INFORMATION**

### **1 INTRODUCTION**

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR's main site is in Pretoria while it is represented in other provinces of South Africa through regional offices.

### **2 BACKGROUND**

The CSIR Data Centre Uninterrupted Power Supply (UPS) system reached its end of life and needs to be replaced. The CSIR requires the successful bidder to design, certify, supply and install a new Data Centre UPS system with the required additional bus bars and electrical reticulation inclusive of additional distribution boards as per technical requirements listed in this document.

### **3 INVITATION FOR PROPOSAL**

Proposals are hereby invited for the provision of a full turn-key service for the replacement of the existing Data Centre UPS system, power reticulation, bus bar and UPS distribution board for the CSIR Pretoria site.

### **4 PROPOSAL SPECIFICATION**

All proposals are to be submitted in the format specified in this enquiry.

Bidders are to submit responses in the following format prescribed below. Failure to adhere to this may result in disqualification, and the tender may be deemed as non-responsive.

#### **❖ Technical Proposal (Part A)**

The following must be submitted as part of the technical proposal:

- 4..1 Covering letter;
- 4..2 List of similar previous projects indicating the description of the works and the value of the contract awarded;
- 4..3 High-level project plan and detailed methodology on the execution of the works;

- 4..4 Contactable reference letters for similar works done, minimum three (3);
- 4..5 Completed Technical specification Document- Appendix A
- 4..6 OEM letterhead stating that the bidder is an authorized reseller and installer of the UPS products. The OEM letter needs to be not older than six (6) months.
- 4..7 Specification and/or technical datasheets for the proposed equipment.
- 4..8 Proof of valid CIDB grading of 5EB or higher.

#### ❖ **Financial Proposal (Part B)**

The following must be submitted as part of the financial proposal:

- 4..9 Covering letter;
- 4..10 Proposed cost as per attached Annexure C- BOQ;
- 4..11 Pricing should be on official company letterhead;
- 4..12 The pricing must be firm for 90 days and inclusive of all costs to render the required *once-off* services;
- 4..13 Provide a valid copy of the BBEE certificate or valid sworn affidavit confirming BBEE status.

#### ❖ **Mandatory Documents**

The following must be submitted as part of the mandatory requirements:

- 4..14 A valid letter of good standing from the Department of Labour (COIDA);
- 4..15 Provide proof of public liability cover of a minimum of R 5 000 000.00.
- 4..16 Valid CIDB registration certificate/proof, level 5EB or higher grading designation
- 4..17 Technical Proposal (Part A)
- 4..18 Financial Proposal (Part B)
- 4..19 Completed and Signed SBD 1 form- Annexure E
- 4..20 Signed Bidder declaration form

## **5 SCOPE OF WORK**

The CSIR requires bidders to submit bids for the design, certification, supply, and installation of a replacement UPS system in the CSIR Data Centre. The scope of the work entails the following:

- Design of the proposed UPS system in consultation with CSIR ICT Data Centre Specialist.
- Certification of the UPS system design by an ECSA registered Professional Engineer.

- Replacement of the existing Data centre UPS system with a minimum of two separate UPS's that will act as the Data Centre A and B UPS feeds.
- Install an additional bus bar system to establish an A and B feed to the Data Centre
- Installation of additional UPS distribution boards as required by the new supplied UPS system.
- Certification of the installed UPS system by an ECSA Professional Engineer.

All the above work needs to be done in a live Data Centre. The CSIR Data Centre cannot and may not be shut down for any reason whatsoever. It is critical to ensure that the Data Centre is kept fully functional during the entire replacement process.

**The full technical specification and details of the required system are listed in ANNEXURE B of this document.**

## 6 FUNCTIONAL EVALUATION CRITERIA

The evaluation of the functional/technical detail of the proposal will be based on the following criteria:

Functional Factor	Criteria Description	Weighting (%)
<b>Company Experience</b>	<ul style="list-style-type: none"> <li>• List of similar projects indicating the description of the works and the value of the contract awarded (<b>Similar= Provision of Electricity Bulk Infrastructure works similar to the scope of this RFP</b>).</li> </ul>	20
<b>Client references</b>	<ul style="list-style-type: none"> <li>• Provide a minimum of three (3) relevant contactable/written references similar to the scope of this RFP, indicating work carried out or completed successfully in the provision of electrical bulk infrastructure within the last ten (10) years.</li> </ul>	10

	<ul style="list-style-type: none"> <li>• Required references must indicate, duration of work, and descriptions of works completed successfully.</li> <li>• Bidders must complete the reference information on section 28 of the RFP.</li> </ul>	
<b>Program and timelines</b>	<ul style="list-style-type: none"> <li>• Provide a detailed program in approaching a project of this nature or magnitude.</li> <li>• Detailed program indicating all timelines using a Gantt chart.</li> </ul>	10
<b>Presentation</b>	<p>Bidders will be required to cover the following aspect in their Presentation document:</p> <ul style="list-style-type: none"> <li>• Technology Fit</li> <li>• Implementation Plan</li> <li>• Mitigation Plan</li> </ul>	60
<b>TOTAL POINTS FOR FUNCTIONALITY</b>		<b>100</b>

- Proposals with functionality / technical points of less than the pre-determined minimum overall percentage of 70% and a sub-minimum of 50% for each individual criteria will be eliminated from further evaluation.
- Refer to Annexure D for the scoring sheet that will be used to evaluate functionality.
- Bidders will be invited for a virtual presentation to demonstrate their ability to meet the requirements and thus be evaluated as such.

## 7 ELIMINATION CRITERIA

Proposals will be eliminated under the following conditions:

- Submission after the deadline.
- Proposals are submitted at an incorrect email address.
- Failure to complete pricing schedule as per Annexure A
- Non-Compliance to any of the elimination criteria as listed in PART A and PART B of ANNEXURE C of this document.
- Non-submission of a valid letter of good standing from the Department of Labour (COIDA);
- Non-submission proof of public liability cover;
- Non-submission of a valid CIDB registration certificate/proof, level 5EB or higher grading designation;

- Non-submission of completed SBD 1 form;
- Non-submission of the Bidder's declaration of interest form; and
- Non-attendance of the compulsory briefing session/site inspection.
- Failure to submit an OEM letter that includes all the following.
  - Signed OEM letter on OEM letterhead stating that the bidder is an authorized reseller and installer of the UPS products.
  - The OEM letter needs to be not older than six (6) months.
  - OEM stated warranty period on the specific unit being bid on.

## **8 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE (CSD) REGISTRATION**

Before any negotiations will start with the winning bidder it will be required from the winning bidder to:

- be registered on National Treasury's Central Supplier Database (CSD). Registrations can be completed online at: [www.csd.gov.za](http://www.csd.gov.za);
- provide the CSIR with their CSD registration number; and
- provide the CSIR with a certified copy of their B-BBEE certificate. If no certificate can be provided, no points will be scored during the evaluation process. (RSA suppliers only)

## SECTION B – TERMS AND CONDITIONS

### 9 INTENT TO BID

Prospective bidders are requested to complete the intent to bid form (Annexure A) published with this RFP and confirm their intention to submit a bid. All interested bidders **MUST** submit the completed intent to bid form by not later than **Friday, 10 September 2021 @ 16:30** to [tender@csir.co.za](mailto:tender@csir.co.za). The RFP Number must be used on the email subject.

### 10 PROCEDURE FOR SUBMISSION OF PROPOSALS

- ❖ All proposals must be submitted electronically to [tender@csir.co.za](mailto:tender@csir.co.za).
- ❖ Respondents must use the RFP number as the subject reference number when submitting their bids.
- ❖ The e-mail and file sizes should not exceed a total of 25 MB per e-mail.
- ❖ The naming/labelling syntax of files or documents must be short and simple (e.g., Product Catalogues).
- ❖ All documents submitted electronically via e-mail must be clear and visible.
- ❖ All proposals, documents, and late submissions after the due date and time will not be evaluated.

**NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED**

### 11 TENDER PROGRAMME

The tender program, as currently envisaged, incorporates the following key dates:

- |  |                   |
|--|-------------------|
| • Issue of tender documents:                     | 30 August 2021    |
| • Last date for submission of intent to bid form | 10 September 2021 |
| • Compulsory Briefing session                    | 14 September 2021 |
| • Last date for submission of queries:           | 04 October 2021   |
| • Closing / submission Date:                     | 14 October 2021   |



## 12 SUBMISSION OF PROPOSALS

- ❖ All proposals are to be submitted electronically to [tender@csir.co.za](mailto:tender@csir.co.za). No late proposals will be accepted.
- ❖ Responses submitted by companies must be signed by a person or persons duly authorised.
- ❖ All e-mailed proposal submissions are to be clearly subject-referenced with the RFP number. Proposals must consist of two parts, each of which must be sent in two separate e-mails with the following subject:

**PART 1:** Technical Proposal RFP No.: 3480/14/10/2021

**PART 2:** Pricing Proposal RFP No.: 3480/14/10/2021

- ❖ The CSIR will award the contract to qualified tenderer(s) whose proposal is determined to be the most advantageous to the CSIR, taking into consideration the technical (functional) solution, price, and B-BBEE.
- ❖ Proposals submitted must be in the following file formats:
  - PDF

## 13 DEADLINE FOR SUBMISSION

Proposals shall be submitted at the e-mail address mentioned above no later than the closing date of **Thursday, 14 October 2021**, during CSIR's business hours. The CSIR business hours are between 08h00 and 16h30.

Where a proposal is not received by the CSIR by the due date and stipulated e-mail address, it will be regarded as a late submission. Late submissions will not be considered.

## 14 AWARDING OF TENDERS

- ❖ Awarding of tenders will be published on the National Treasury e-tender portal or the CSIR's tender website. No regret letters will be sent out.

## 15 EVALUATION PROCESS

- ❖ **Evaluation of proposals**

An evaluation team will evaluate all proposals for functionality, price, and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, the CSIR will approve the awarding of the contract to successful tenderer/s.

A two-phase evaluation process will be followed:

The first phase includes the evaluation of elimination, local content (where applicable) and functionality criteria.

The second phase includes the evaluation of price and B-BBEE status.

Pricing Proposals will only be considered after the functionality phase has been adjudicated and accepted. Only proposals that achieved the specified minimum qualification scores for functionality will be evaluated further using the preference points system.

#### ❖ **Preference points system**

The 80/20 preference point system will be used where 80 points will be dedicated to pricing and 20 points to B-BBEE status. If all tenders received are more than R50m, the proposal will be cancelled and re-issued.

## **16 PRICING PROPOSAL**

- The pricing proposal must be cross-referenced to the sections in the Technical Proposal. Any options offered must be clearly labelled. Separate pricing must be provided for each option offered to ensure that pricing comparisons are unambiguous.
- Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations indicated.
- Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable.
- Only firm prices\* will be accepted during the tender validity period. Non-firm prices\*\* (including prices subject to rates of exchange variations) will not be considered.
- Bidders must quote as per the Bill of Quantities (Annexure C).

\*Firm price is the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax which, in terms of a law or regulation is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

\*\*Non-firm price is all prices other than "firm" prices.

- Payment will be according to the CSIR Payment Terms and Conditions.

## 17 VALIDITY PERIOD OF PROPOSAL

Each **proposal** shall be valid for a minimum period of three (3) months calculated from the closing date.

## 18 APPOINTMENT OF SERVICE PROVIDER

- The contract will be awarded to the tenderer who scores the highest total number of points during the evaluation process, except where the law permits otherwise.
- Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such an agreement, CSIR reserves the right to appoint an alternative supplier.
- Awarding of contracts will be announced on the National Treasury website, and no regret letters will be sent to unsuccessful bidders.

## 19 ENQUIRIES AND CONTACT WITH THE CSIR

Any enquiry regarding this RFP shall be submitted in writing to CSIR at tender@csir.co.za with ***RFP No: 3480/14/10/2021– “The replacement of existing Data Centre UPS system, power reticulation, bus bar and UPS distribution board for the CSIR”*** subject.

Any other contact with CSIR personnel involved in this tender is not permitted during the RFP process other than as required through existing service arrangements or as requested by the CSIR as part of the RFP process.

## 20 MEDIUM OF COMMUNICATION

All documentation submitted in response to this RFP must be in English.

## 21 COST OF PROPOSAL

Tenderers are expected to fully acquaint themselves with the conditions, requirements, and specifications of this RFP before submitting proposals. Each bidder assumes all risks for resource commitment and expenses, direct or indirect, of proposal preparation and participation throughout the RFP process. The CSIR is not responsible directly or indirectly for any costs incurred by tenderers.

## 22 CORRECTNESS OF RESPONSES

- The tenderer must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFP. The prices and rates quoted must cover all obligations under any resulting contract.
- The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

## 23 VERIFICATION OF DOCUMENTS

- Tenderers should check the numbers of the pages to satisfy themselves that none are missing or duplicated. The CSIR will accept no liability concerning anything arising from the fact that pages are missing or duplicated.
- Only one electronic copy of the proposal (Technical and Financial) must be submitted via e-mail to [tender@csir.co.za](mailto:tender@csir.co.za). If the bidder sends more than one proposal, the first submission shall take precedence should it not have been recalled/withdrawn in writing by the bidder.

The pricing schedule and B-BBEE credentials should be submitted with the proposal, but as a separate e-mail and no such information should be available in the technical proposal.

## 24 SUB-CONTRACTING

- ❖ A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer 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 tenderer qualifies for unless the intended sub-contractor is an exempted micro-enterprise that has the capability and ability to execute the sub-contract.
- ❖ A tenderer 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 person concerned, unless the contract is sub-contracted to an exempted micro-enterprise that has the capability and ability to execute the sub-contract.

## **25 ADDITIONAL TERMS AND CONDITIONS**

- ❖ A tenderer shall not assume that information and/or documents supplied to CSIR, at any time before this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- ❖ Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- ❖ In case of the proposal from a joint venture, the following must be submitted together with the proposal:
  - Joint venture Agreement including the split of work signed by both parties;
  - The original or certified copy of the B-BBEE certificate of the joint venture;
    - ❖ An omission to disclose material information, a factual inaccuracy, and/or misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
    - ❖ Failure to comply with any of the terms and conditions as set out in this document will invalidate the proposal.

## **26 CSIR RESERVES THE RIGHT TO**

- ❖ Extend the closing date;
- ❖ Verify any information contained in a proposal;
- ❖ Request documentary proof regarding any tendering issue;
- ❖ Give preference to locally manufactured goods;
- ❖ Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- ❖ Award this RFP as a whole or in part;
- ❖ Cancel or withdraw this RFP as a whole or in part.

## **27 DISCLAIMER**

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, bidders shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP. The CSIR makes no

representation, warranty, assurance, guarantee or endorsements to the bidder concerning the RFP, whether concerning its accuracy, completeness or otherwise and the CSIR shall have no liability towards the bidder or any other party in connection therewith.

**DECLARATION BY TENDERER**

**Only tenderers who completed the declaration below will be considered for evaluation.**

**RFP No:** .....

I hereby undertake to render services described in the attached tender documents to CSIR in accordance with the requirements and task directives/proposal specifications stipulated in RFP No..... at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal 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 proposal as the principal liable for the due fulfilment of this proposal.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest, or if this declaration proves to be false.

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

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

<b>WITNESSES</b>	
1	.....
2	.....
DATE:	.....

**28 SCHEDULE OF BIDDER’S REFERENCE INFORMATION**

The bidder must provide details of the bidder's current experience in providing similar services. Only references for work done in the past five (5) years must be provided.

Company Name	Contact Person and contact details (email and telephone number)	Nature Of Work (Description of service performed and extent of Bidder's responsibilities)	Value of contract (Inclusive of VAT)	Contract duration (Start and End Dates)



## 29 RETURNABLE DOCUMENTS

The bidder must complete the following returnable documents:

<b>PART A: TECHNICAL PROPOSAL RETURNABLES</b>			
<i>ONE ELECTRONIC COPY</i>			
<b>Description</b>		<b>Submitted (Please tick)</b>	
		<b>Yes</b>	<b>No</b>
1	Cover letter		
2	List of projects indicating the description of the works and the value of the contract awarded		
3	High-level project plan and detailed methodology on the execution of the works		
4	Performance on past projects: Contactable written reference letters, minimum three (3)- Completed reference information (section 28 of RFP) must be submitted		
7	Part A- Technical proposal		
8	Preliminary program and timelines		
	Competency of Project Manager and key staff members: Bidders to attached CVs and qualifications as well as organogram.		
9	Valid CIDB certificate/proof of <b>5EB</b> or higher		
10	Completed and duly signed SBD 1 form (Annexure E)		
11	Completed and duly signed Bidder Declaration form		
12	A valid letter of good standing from the Department of Labour (COIDA)		
13	Proof of public liability cover of a minimum R 5 000 000.00.		
<b>PART B: PRICING PROPOSAL RETURNABLES</b>			
<i>ONE ELECTRONIC COPY</i>			
1.	Cover letter		
2.	Pricing on official company letterhead		
3.	Completed BOQ as per attached Annexure C		
4.	B-BBEE certificate or valid affidavit and CSD registration report		

### 30 ANNEXURE D – Score Sheet

No.	Criteria	Proof required	Points allocation	Weight
1	<b>Company Experience:</b>	<ul style="list-style-type: none"> <li>List of projects, including the description of the works; the value of the works; client name, address and contact details; duration and year when the project was completed within the last ten (10) years</li> </ul> <p>Bidders must complete the reference information on section 27 of this RFP</p>	<p><i>The number of similar projects completed successfully:</i></p> <p>&lt; 5 projects                      = <b>(0 points)</b></p>	20%
			<p>5 – 7 projects                      = <b>(7 points)</b></p>	
			<p>8 – 9 projects                      = <b>(8 points)</b></p>	
			<p>&gt; 10 projects                      = <b>(10 points)</b></p>	
2	<b>Client References (Only relevant references)</b>	<ul style="list-style-type: none"> <li>Provide a minimum of three (3) written and contactable reference letters indicating the description of the works; value of the works; client name, address and contact details; within the last ten (10) years</li> <li>The reference letters must be for work similar to the scope of this RFP.</li> </ul>	<p>&lt; 3 references                      = <b>(0 points)</b></p>	10%
			<p>3 – 5 references                      = <b>(7 points)</b></p>	
			<p>6 – 10 references                      = <b>(8 points)</b></p>	
			<p>&gt; 10 references                      = <b>(10 points)</b></p>	

	<p><b>Program and timelines</b></p>	<ul style="list-style-type: none"> <li>• Provide a detailed program in approaching a project of this nature or magnitude.</li> <li>• Detailed program indicating all timelines using MS Projects (in PDF).</li> </ul>	<p><i>The program indicates that the project will be completed and indicated within the following timelines :</i></p> <p>No information was provided. = <b>(0 points)</b></p> <hr/> <p>Within six (6) months from the date of site handover. = <b>(5 points)</b></p> <hr/> <p>Within five (5) months from the date of site handover. = <b>(7 points)</b></p> <hr/> <p>Within four (4) months from the date of site handover. = <b>(10 points)</b></p>	<p><b>10%</b></p>
<p><b>Presentation</b></p> <p><b>Bidders will be required to cover the following aspect in their presentation:</b></p> <ul style="list-style-type: none"> <li>• Technology Fit</li> <li>• Implementation Plan</li> <li>• Mitigation Plan</li> </ul>			<p><b>60%</b></p>	
<p><b>TOTAL</b></p>			<p><b>100%</b></p>	

# ANNEXURE A

## PRICING SCHEDULE

This pricing schedule must include all the costs associated with this proposal. Costs must be referenced against the main headings in ANNEXURE B below. The maintenance cost must be projected over 5 years with the yearly cost clearly indicated i.e. maintenance for Year 1 equals R XXXX, etc. The full proposal cost including all costs must be clearly indicated. For the ease of evaluating costs, please make use of tabular costing.

<b>Summarized Proposal Cost</b>		
UPS system certification costs for both design and final installation	R _____ VAT Exclusive	R _____ VAT Inclusive
UPS system inclusive of batteries	R _____ VAT Exclusive	R _____ VAT Inclusive
Electrical Reticulation supplies (all inclusive)	R _____ VAT Exclusive	R _____ VAT Inclusive
Installation and Commissioning of UPS system	R _____ VAT Exclusive	R _____ VAT Inclusive
Maintenance Cost (for 5 years)	R _____ VAT Exclusive	R _____ VAT Inclusive
<b>Total Cost</b>	R _____ VAT Exclusive	R _____ VAT Inclusive

<b>Maintenance Cost (5 years)</b>		
YEAR 1	R _____ VAT Exclusive	R _____ VAT Inclusive
YEAR 2	R _____ VAT Exclusive	R _____ VAT Inclusive
YEAR 3	R _____ VAT Exclusive	R _____ VAT Inclusive
YEAR 4	R _____ VAT Exclusive	R _____ VAT Inclusive
YEAR 5	R _____ VAT Exclusive	R _____ VAT Inclusive
<b>Total Cost for 5-year duration</b>		

# ANNEXURE B

## TECHNICAL REQUIREMENTS

<b>UPS Specifications</b>	
<b>Criteria</b>	<b>Description / Comment</b>
Amount of UPS units	A minimum of two units are required. The units must be deployed as A and B feeds to the Data Centre and SANren room.
UPS 's must be "Hot" scalable	UPS must be able to scale up and down in capacity by adding additional power modules without bringing the UPS down and/or disturbing the UPS feed to the Data centre.
UPS 's must be modular	All the critical components of the UPS must be modular and "Hot" swappable i.e. power modules, communications interfaces, controllers, etc. "Hot" swappable transfer switches (static bypass etc.) if possible.
UPS must be 3 phase	3 Phase input and 3 phase output
UPS must be redundant in itself	Example: The UPS power modules must be at least N+1 redundant i.e. if power modules equal 10 KVA and load equals 20KVA, then a minimum of 3 x 10KVA modules are required.

Minimum UPS output capacity required	Minimum capacity required 200KW
UPS output capacity must be scalable to	At least a capacity of 250KW
UPS Power factor	UPS power factor (PF) must be 90% and better at a minimum load of 50% and more
UPS operational efficiency	UPS must be 95% or more efficient at a load of 50% and more
iTHD requirements	Less than 3%
Safety conformance	Must conform to CE administrative mark
EPO (Emergency power off)	Must be able to switch EPO local and remotely
Ingress Protection (IP)	Minimum requirement of IP20
Physical Dimensions, footprint <b>(should not exceed these dimensions)</b>	Width, should not exceed 800mm
	Depth, should not exceed 1200mm
	Height, should not exceed 2200mm
Colour	Black or dark grey
GUI (Graphical User Interface)	Mounted GUI required per UPS unit
	Ethernet port (RJ45) must be available for network connectivity
	UPS monitoring through Ethernet network must be possible and standard
	Normal 24hour UPS monitoring required with full event Logs available. This means the GUI must monitor the UPS continuously.

	UPS Battery modules must be monitored via UPS GUI per UPS as a standard and included feature
<b>UPS Batteries Specifications</b>	
<b>Criteria</b>	<b>Description / Comment</b>
Battery type/technology required	New modular Li-ION batteries (Only). Refurbished Li-Ion batteries will <b>NOT</b> be accepted. Certification to this effect must be available.
Battery Enclosure	Batteries must be in a battery enclosure, <i>no open shelf</i> batteries will be allowed
Battery enclosure dimensions per UPS	Width, should not exceed 800mm per enclosure
	Height, should not exceed 2200mm per enclosure
	Depth, should not exceed 1200mm per enclosure
Battery or battery module "hot" swap ability	Batteries or battery modules must be hot-swappable without influencing the UPS output and/or operations
Battery Backup time at full load (full load equals 200KW)	Minimum of 12 minutes at full load (200KW)
UPS backup time and functionality test	A load bank test will be required to test UPS backup time and functionality during installation and final commissioning. Load bank to be provided by the bidder and included in the bid price.
<b>Electrical Reticulation</b>	
<b>Criteria</b>	<b>Description / Comment</b>
B Feeds	Two B feeds needs to be established. One feed to the Data Centre and one feed to the SANReN room

	(to be shown during on-site compulsory briefing session)
B Feeds cabling type	Both the B feeds going to the respective data centre and SANReN room needs to be aluminium bus bars with tap-off units every 300mm to 500mm. These bus bars need to be 3 phase bus bars installed under the Data centre false floor. Busbars to be fully enclosed (no wiring exposed)
Tap-Off units	Bus bar tap-off units need to be able to be configured onto the 3 phase bus bar with the ability to balance the respective phases. The tap-off units need to be fitted with 2 pole isolators on each respective tap-off. A minimum of two 32A sockets per tap-off (typical caravan/welding socket type) unit will be required. Each of the outputs needs to be switched separately
The layout of bus bars	Please reference drawings provided during the compulsory briefing section
Bus bars	Bus bars need to be fed from the UPS output distribution board with a bus bar controller per bus bar which must have the ability to switch the bus bar on/off as well as monitor the bus bar Amperage / Volts etc. per phase via an Ethernet network port and software ability.
Bus bar capacity	All provided bus bars inclusive of their tap-off units should have a minimum capacity to cater for a load of a minimum of 250 KW per bus bar
Bus bar fitment locations	All provided bus bar and tap-off units must be installed underneath the false raised floors of the respective areas.
Bus bar and/or B feed configurations	Electrical drawings and illustrations of the installation configuration, location, layout, fitment etc. must be provided as part of the RFP response



COC (Certificate of Compliance)	A COC for all electrical work, additions, changes etc. will be required as part of the bid and final commissioning
<b>UPS System Certification and Risk</b>	
<b>Criteria</b>	<b>Description / Comment</b>
UPS System Design Certification	The appointment of a currently registered ECSA professional engineer to certify that the UPS system offered will comply with all the specifications of the CSIR.
UPS System Installation Certification	The appointment of a currently registered ECSA professional engineer to certify that the installation was performed to all the South African electrical regulations and that the system will perform according to the specifications of the CSIR
<b>Maintenance and Training</b>	
<b>Criteria</b>	<b>Description / Comment</b>
UPS and battery installation	5 Year turnkey maintenance required.
	A mutually approved annual maintenance schedule will be required for the entire 5 year period

# ANNEXURE C

## EVALUATION INFORMATION AND REQUIREMENTS

### GENERAL:

The RFP technical evaluation will consist of the following 2 parts.

- Part A (To be filled in by the bidder)
  - The bidder has to comply with all the requirements, if not the bid will be eliminated.
  
- Part B This part (the required Microsoft Presentation) needs to accompany the bid
  - The presentation will be evaluated using the following criteria.
    - Technology fit for CSIR Data Centre (Weight 50%)
    - Implementation plan (Weight 30%)
    - Mitigation plan and actions to prevent data centre from going down (Weight 20%)
  - The minimum score required is 80% per above section of PART B if not met, the bid will be eliminated

Elimination Criteria indicated per criteria where applicable. If any single-elimination criteria are not adhered to, the entire bid will be eliminated!

# PART A

(To be completed by bidder)

(Complete only the non-grey blocks)

<b>UPS Specifications</b>			
<b>Criteria</b>	<b>Description / Comment</b>	<b>Bidder Response (Meet requirements Yes/No) Comments</b>	<b>Evaluation (comply) Yes or No</b>
Amount of UPS units	A minimum of <b>two</b> units are required. The units must be deployed as A and B feeds to the Data Centre and SANren room.		
UPS 's must be "Hot" scalable	UPS must be able to scale up and down in capacity by adding additional power modules without bringing the UPS down and/or disturbing the UPS feed to the data centre.		
UPS 's must be modular	All the critical components of the UPS must be modular and "Hot" swappable i.e. power modules, communications interfaces, controllers, transfer switches (static bypass etc.) if possible, etc.		
UPS must be 3 phase	3 Phase input and 3 phase output		
UPS must be redundant in itself	The UPS power modules must be at least N+1 redundant i.e. if power modules equal 10 KVA and load equals 20KVA, then a minimum of 3 x 10KVA modules are required		
Minimum UPS output capacity required	Minimum capacity required 200KW		
UPS output capacity must be scalable to	A minimum capacity of 250KW		
UPS Power factor	UPS power factor (PF) must be 90% and better at a minimum load of 50% and more		
UPS operational efficiency	UPS must be 95% or more efficient at a load of 50% and more		
iTHD requirements	Less than 3%		

Safety conformance	Must conform to CE administrative mark		
EPO (Emergency power off)	Must be able to switch EPO local and remotely		
Ingress Protection (IP)	Minimum requirement of IP20		
Physical Dimensions (should not exceed these dimensions)	Width, should not exceed 800mm		
	Depth, should not exceed 1200mm		
	Height, should not exceed 2200mm		
Colour	Black or dark grey		
GUI (Graphical User Interface)	Mounted GUI required per UPS unit		
	Ethernet port must be available for network connectivity		
	UPS monitoring through Ethernet network must be possible		
	Normal 24hour UPS monitoring required with full event logs available		
	UPS Battery modules must be monitored via UPS GUI per UPS		
<b>Eliminated Yes / No</b>			
<b>BATTERIES Specifications</b>			
<b>Criteria</b>	<b>Description / Comment</b>	<b>Bidder Response (Meet requirements Yes/No)</b>	<b>Evaluation (Comply) Yes or No</b>
Battery type/technology required	New modular Li-ION batteries (Only). Refurbished Li-Ion batteries will NOT be acceptable		

Battery Enclosure	Batteries must be in a battery enclosure, no open shelve batteries will be allowed		
Battery enclosure dimensions per UPS	Width, may not exceed 800mm per enclosure		
	Height, may not exceed 2200mm per enclosure		
	Depth, may not exceed 1200mm per enclosure		
Battery or battery module "hot" swap ability	Batteries or battery modules must be hot-swappable without influencing the UPS output and/or operations		
Battery Backup time at full load (full load equals 150KVA)	Minimum of 12 minutes at full load (150KVA)		
UPS backup time and functionality test	A load bank test will be required to test UPS backup time and functionality. Load bank to be provided by the bidder.		
<b>Eliminated Yes / No</b>			

# PART B

*(Microsoft Presentation to be submitted by bidder)*

*(Presentation will be evaluated as per criteria below)*

<b>PRESENTATION EVALUATION</b>		
<b>Technology fit</b> (Weight 50%) This section is critical to the entire RFP. The bidder must demonstrate how the proposed technology will fit into the Data Centre UPS requirements.	<b>Points per Item</b>	<b>Evaluation Score</b>
Specifics that will be evaluated are details on the "hot-swap ability" of the different UPS modules, how modular and scalable the UPS design is, UPS redundancy with regards to power modules and other components.	__ / 10	
Important aspects are efficiencies at the different load levels, the supportability of the entire system i.e. how would the system be affected during support if components need to be swapped etc.	__ / 10	
Supportability of solution. How available are the support for the solution with regards to qualified technicians as well as local parts availability?	__ / 10	
Battery technology, layout, maintainability, monitoring, replacements, autonomy times at the different load levels	__ / 10	
The type of bus bar system that will be installed, its workability with regards to tap-off additions and removals, amount of tap-offs accommodated per bus bar, location of the bus bar, the capacity of the bus bar, switching and isolation of tap-off units etc.	__ / 10	
Monitoring and graphical user interfaces. Is the monitoring dependant on an additional application and/or hardware? If so, is this included as part of the solution, or is it additional? What can be monitored, how are events reported via what type of mechanisms. Specific details around the battery monitoring, battery health etc. Reporting mechanisms and historical events availability, etc.	__ / 10	

<b>PRESENTATION EVALUATION</b>		
<b>Implementation Plan</b> (Weight 30%) This section is critical to the entire RFP. The bidder must provide specifics about the implementation of the entire solution	<b>Points per Item</b>	<b>Evaluation Score</b>
The bidder must demonstrate the physical phases and steps of how the respective parts of the solution will be implemented. This will also form the base for the project plan should the bid be successful.	___/25	
The implementation plan will also have to reflect on removal of the existing UPS system, duration of implementation as well as delivery plan (time frames etc.)	___/15	

<b>PRESENTATION EVALUATION</b>		
<b>Mitigation Plans</b> (Weight 20%) This section is critical to the entire RFP. The bidder must demonstrate that the solution can and will be implemented without downtime on the live data centre.	<b>Points per Item</b>	<b>Evaluation Score</b>
The section should contain mitigation factors for identified risks i.e. how would the data centre load be kept up during the implementation of the new system?	___/30	
In the case of a catastrophic failure, how would the data centre be restarted and how would this restart be supported by the respective technicians	___/15	
What type of guarantees if any are available in ensuring that the data centre will NOT experience any downtime?	___/5	

<b>FINAL SCORE (PART B)</b>			
<b>Section</b>	<b>Points Scored</b>	<b>Percentage</b>	<b>Max Points</b>
<b>Technology Fit</b>			<b>60</b>
<b>Implementation Plan</b>			<b>40</b>
<b>Mitigation Plans</b>			<b>50</b>
<b>Eliminated</b>		<b>Yes / No</b>	