



RFB Ref. No:	USAF-IDTV/03/2020
Description	APPOINTMENT OF A PANEL OF SOUTH AFRICAN REGISTERED SUPPLIERS TO SUPPLY OR SUPPLY AND INSTALL LOCALLY PRODUCED 32 INCH INTEGRATED DIGITAL TELEVISIONS (IDTV'S) FOR THE 2020 INDIGENT MATRICULANTS
Bidding Instructions	<p>Bids received after the closing time and date will not to be accepted for consideration. Bids should be in a sealed envelope or box clearly marked with the above bidding company, bid number, bid description and addressed to USAASA SCM Office.</p> <p>The bidder must submit the Pricing Proposal and Technical Proposal in two separate sealed envelopes, where one must be labelled TECHNICAL PROPOSAL and the other labelled PRICING PROPOSAL (SDB 1 AND SBD3.1 MUST BE IN PLACED THE PRICING PROPOSAL ENVELOPE).</p> <p>The bidder must submit one (1) original Technical Proposal and five (5) copies. The bidder must submit one (1) original Pricing Proposal and five (5) copies. The bidders must submit one (1) original Localisation Strategy and five (5) copies. The bidder must submit one (1) USB containing all the above bid proposals and related bidding documents.</p>
Non-Compulsory Online Briefing Session	Bidders are requested to send written questions to USAASA from 15 June 2020 to 26 June 2020 via email. USAASA will respond to the questions and place responses on its website anytime from 18 June 2020 to 30 June 2020. A link will be published on the USAASA website with responses to questions on 18 June 2020. ALL TECHNICAL QUESTIONS MUST ONLY BE EMAILED TO IDTV@USAASA.ORG.ZA
Closing time and date for bid submission and venue	11h00 (Telkom Time) on the 2 July 2020 at USAASA Head Office, Building 01, Thornhill Office Park, 94 Bekker Road, Vorna Valley, Midrand.
No Public Opening of RFB Responses	Bidders will not be invited to observe the closure of the bid due to COVID 19 safety requirements.
RFB Validity Period	60 days
Delivery address and conditions for delivery of bids	<p>USAASA Head Office, Building 01, Thornhill Office Park, 94 Bekker Road, Vorna Valley, Midrand. (Bid Box is placed in the Reception at the ground floor)</p> <p>Bidders must ensure that their bids are delivered timeously to the correct address and directions to the bid box. USAASA will not take any responsibility for late mailed/couriered bids. The bid box will be open from Monday to Friday – 08h00 to 16h30 until the closing date on which the closing time will be 11h00 (Telkom time).</p>



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INVITATION TO BID

SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE UNIVERSAL SERVICE AND ACCESS AGENCY OF					
BID NUMBER:	USAF-IDTV/03/2020	CLOSING DATE:	2 July 2020	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF A PANEL OF SOUTH AFRICAN REGISTERED SUPPLIERS TO SUPPLY OR SUPPLY AND INSTALL LOCALLY PRODUCED 32 INCH INTEGRATED DIGITAL TELEVISIONS (IDTV'S) FOR THE 2020 INDIGENT MATRICULANTS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7.1)					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
SCM OFFICE, USAASA HEAD OFFICE					
BUILDING 1, THORNHILL OFFICE PARK					
94 BEKKER ROAD, VORNA VALLEY					
MIDRAND, 1686					
SUPPLIER INFORMATION					
NAME OF BIDDER					
CONTACT PERSON					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX) Yes <input type="checkbox"/> No <input type="checkbox"/>		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] Yes <input type="checkbox"/> No <input type="checkbox"/>	
IF YES, WHO WAS THE CERTIFICATE					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN			
	<input type="checkbox"/>	A REGISTERED AUDITOR NAME:			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes <input type="checkbox"/> No <input type="checkbox"/> (IF YES ENCLOSE PROOF)	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES/WORKS OFFERED?		Yes <input type="checkbox"/> No <input type="checkbox"/> (IF YES, ANSWER SECTION 3 BELOW)	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
SIGNATURE OF BIDDER					
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g.					

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TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL INCLUSIVE)	
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY	USAASA	CONTACT PERSON	Mary-Ann Rathhogo
CONTACT PERSON	Phumi Mtimkufu	TELEPHONE NUMBER	n/a for this bid
TELEPHONE NUMBER	n/a for this bid	E-MAIL ADDRESS	mary-ann@usaasa.org.za
E-MAIL ADDRESS	phumi@usaasa.org.za		

ADMINISTRATIVE CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED- (NOT TO BE RE-TYPED) OR ONLINE	
1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.4. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA .	
2.4 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF PIN & CSD NUMBER.	
2.5 WHERE A BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED ENABLE THE ORGAN OF STATE TO VERIFY THE BIDDERS TAX STATUS.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

Note: Prospective bidders will be evaluated in accordance with the 90/10 preference point system, as prescribed in the Preferential Policy Framework Act 5 of 2000, Preferential Procurement Regulation 2017 and approved USAASA Supply Chain Management Policy 2019. Bidders who do not meet all the Mandatory Requirements will be disqualified and will not be considered for further evaluation on Technical / Functional Requirements. Only the criteria set out in Technical / Functional Criteria will be used to evaluate bids which have passed all other criteria.



INTRODUCTION

1. PURPOSE AND BACKGROUND

1.1. PURPOSE

The purpose of this bid document is to invite South African registered manufacturers and suppliers (hereinafter referred to as "bidders") to submit proposals for inclusion on a panel of service providers who will be appointed to supply or supply and install the Integrated Digital Televisions (IDTV's) to the qualifying 2020 registered Grade 12 indigent households who applied to the South African Post Office (SAPO).

1.2. BACKGROUND

- a) The Universal Service and Access Agency of South Africa (USAASA) is a State Owned Entity of government established to implement programmes and projects that seek to bring both broadband and broadcasting services closer to those who need them with the ultimate goal to close the digital divide that exist between and amongst under-served communities and under-privileged households. From a broadcasting point of view, the Agency has been rolling-out Set Top Boxes to qualifying indigent households for the past few years throughout the country. Whilst in the process of planning for the phase two of the BDM programme implementation, the world has been hit with the spread of Covid-19 which also affected our country. As part of trying to minimise the spread of the virus, government took a decision to close schools earlier which led to learners losing some time on their work.
- b) Whilst Government's efforts to enable education of learners to continue through the provision of virtual classrooms, zero rating of local educational content and the prioritizing of educational content through the SABC, is laudable, these efforts will not reach indigent household that do not have STBs installed or those that do not have TVs. That will lead to the unreachable households with indigent learners being left behind in their studies and end up not being ready to write and pass their final grade 12 examinations. It is in this context that USAASA is proposing to intervene through the rollout of IDTVs to the approved indigent households with Grade 12 learners first. This is to ensure that the agency fulfills its mandate whilst also providing a solution for the most vulnerable Grade 12 learners. The timelines for the delivery to the beneficiaries will run for a period of two months from contracting.



2. INVITATION

USAASA seeks to appoint a panel of successful bidders to provide, deliver and install IDTV's and related accessories to the 2020 registered Grade 12 indigent households who have applied through the South African Post Office.

USAASA, therefore, wishes to invite interested suppliers that are capable of supplying required quantities of locally manufactured IDTV's (to be determined from time to time) to submit proposals, demonstrating the following:

- a) Proof of experience, skills, capacity and competencies in supplying locally manufactured IDTVs and DTH STBs inclusive of smartcards and related accessories to consumer and business markets;
- b) Project management competencies and skills to deliver on the project objectives and outcomes to be contained in the Supply Agreement;
- c) Adherence to the principles contained in the Preferential Procurement Policy Framework;
- d) Reflect equitable representation in its ownership and control structure and human resources composition; and
- e) Comply with Employment Equity and Skills Development legal requirements.

3. SCOPE OF BID

The scope of the project is to procure, distribute and install digital TVs ("IDTVs") to indigent Grade 12 learner's households for the purpose of receiving educational material via digital broadcasting network services. The IDTVs, including the necessary accessories, will be sourced, distributed and installed in the households of the qualifying learners who through the South African Post Office (SAPO) have applied and met the criteria set in the application form. Furthermore, the targeted provinces are the indigent households in the following seven provinces.

Below is the estimated number of the learner in the targeted provinces:

ESTIMATED GRADE 12 ACTIVE LEARNERS RECEIVING SOCIAL GRANTS	
Eastern Cape	25,881
Free State	4,421
Kwa-Zulu Natal (rural areas only)	32,009
Limpopo	7,317
Mpumalanga	24,880
Northern Cape	4,799
North West	11,697
TOTAL	111,004



These numbers will be confirmed when USAASA is able to compile a list of the qualifying households and the number may be higher or lower.

3.1. SCOPE OF WORK

The scope of work encapsulated within the proposal aims to ensure the following requirements are provided to the Agency:

- (a) Supply or supply and install of locally manufactured 32 inch Integrated Digital Television (IDTV) for Grade 12 learners.
- (b) Supply or supply and install of locally manufactured outdoor antenna.
- (c) Packaging requirements in compliance with SAPO packaging requirements - refer to **Annexure A:**
 - IDTV;
 - Outdoor antenna (including related cables and connections required for the unit/units to function); and
 - all related accessories to enable the IDTV to function for the intended purpose e.g. cables and remote control.
- (d) Transportation and delivery of the above (section 2.1. (1) (c)) to SAPO warehouses as listed on section 2.2 of this document or installation to households.
- (e) Refer to the standard document attached on IDTVs.



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3.2. DELIVERY ADDRESS

Option 1:

- The goods or services must be delivered at the following SAPO warehouses. The physical addresses of the SAPO warehouses will be provided to the appointed panel of successful bidders.

Item no	SAPO Ware-house	Province
1	Silverton	Gauteng
2	WitsPos	Gauteng
3	Polokwane	Limpopo
4	Makado	Limpopo
5	Nelspruit	Mpumalanga
6	Durban	KZN
7	Port Elizabeth	Eastern Cape
8	East London	Eastern Cape
9	Bloemfontein	Free State
10	Upington	Northern Cape
11	Mafikeng	North West

Option 2:

- The physical addresses and contact details of qualifying households will be provided to the appointed panel of suppliers.
- Bidders are required to provide a localization strategy for the use of local installers for household installations. The localization strategy should incorporate the manner in which the bidders are going to ensure that local people participate in the project especially for household installations and any other areas of the project that bidders see the need for local people to be involved to enhance local participation and economic empowerment.



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4. TECHNICAL REQUIREMENT OVERVIEW

4.1 PRODUCT REQUIREMENT

a) Specifications

- The specification gives the minimum requirements in which the supplied IDTVs shall comply with. The locally manufactured IDTV shall be of a standard 32-inch size with the below minimum spec:
 - HD LED;
 - Built-in digital tuner – DVBT-2;
 - Built-in Speakers;
 - A remote control unit including sealed batteries; and
 - The operations manual inside the packaging.

- Locally manufactured **Outdoor Antenna**: minimum specification: UHF with RF cable
 - **The Outdoor antenna including all related accessories and cables** must comply with standards/specifications as stated SANS, SABS, ISO AND CKS specifications are available from South African Bureau of Standards Office's countrywide. Obtaining of such specifications will be the responsibility of and for the account of the prospective bidder. To purchase standards, obtain quotes or enquire about the availability of eStandards, please contact Standards Sales at:

Postal Address: Private Bag X191, Pretoria, 0001
 Physical Address: 1 Dr Lategan Road, Groenkloof, Pretoria
 Tel: (012) 428-6883, Fax: (012) 428-6928, E-mail: sales@sabs.co.za
 Website: www.sabs.co.za and follow the "Search/Buy Standards" link

- **South African National Accreditation System (SANAS):**

The contact details of SANAS are as follows:

Postal Address: Private Bag x 23, Sunnyside, Pretoria, 0132
 Physical Address: The DTI Campus, 77 Meintjies Street, Sunnyside, Pretoria, 0002,
 Tel: (012) 394-3760, Fax: (012) 394-0526

A list of institutions is available on the SANAS website <http://www.sanas.co.za> or <http://www.sanas.co.za/contact.php>.

- The IDTV and accessories will have a warranty of twenty-four months from the date of installation.



4.2 LICENSING / SABS APPROVED/ ICASA APPROVED

- a) All locally manufactured IDTVs supplied must conform to the South African National Standards (SANS) and support provisions.
- b) All locally manufactured IDTV's supplied must conform to the South African Bureau of Standards (SABS), obtaining of such specifications will be the responsibility of and for the account of the prospective bidder. The bidder is required to supply IDTVs that are label as accredited by SABS and also provide proof of accreditation.
- c) All locally manufactured IDTVs manufacturers are required to have the necessary National Regulator for Compulsory Specifications (NCRS) Electro-technical Letter of Authority (LOA). Providing such LOA will be the responsibility of and for the account of the prospective bidder.
- d) All locally manufactured IDTV's supplied must be Independent Communications Authority of South Africa (ICASA) approved. The bidder is required to supply IDTV's that are label as accredited by ICASA and also provide proof of accreditation.

4.3 PACKAGING REQUIREMENT

Packaging shall conform to the South African Post Office (SAPO) specifications as detailed on Annexure A.

5. BID EVALUATION STAGES

- a) The bid evaluation process consists of several stages that are applicable according to the nature of the bid as defined in the table below.

Stage	Description	Applicable for this bid
Stage 1	Administrative pre-evaluation verification	YES
Stage 2	Mandatory requirement evaluation	YES
Stage 3	Technical and Functionality requirement evaluation	YES
Stage 4	Price / B-BBEE evaluation	YES
Stage 5	Special Conditions of Contract verification	YES

- b) The bidders must qualify for each stage to be eligible to proceed to the next stage of the evaluation.

