



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

NON-COMPULSORY BRIEFING SESSION HELD VIRTUALLY – MICROSOFT TEAMS

DATE: 03 NOVEMBER 2022

TIME: 15:00 to 17:00

TENDER NUMBER: DBE181

DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER OR A CONSORTIUM OF SERVICE PROVIDERS TO PROVIDE THE DEPARTMENT OF BASIC EDUCATION WITH THE BASIC MINIMUM RESOURCE FOR CODING AND ROBOTICS FOR GRADES 7 TO 9, OVER A PERIOD OF TWO (2) YEARS, INCLUDING A 3-DAY CENTRALIZED FACE TO FACE TRAINING SESSION FOR SELECTED CODING AND ROBOTICS OFFICIALS ON THE UTILIZATION OF RESOURCES

1. WELCOME AND INTRODUCTION

Ms Metula welcomed everyone and introduced the Department of Basic Education's (DBE) team; Ms N Thebe, Mr S Banda, Mr D Moukangwe, Ms N Banda (Supply Chain Management) and Ms E Khembo, Dr N Mothobi and Mr C Jones (Project Management Team). She requested the Bidders to introduce themselves.

2. BID PRESENTATION

Presentation of the Terms of Reference (TORs).

3. SUPPLY CHAIN MANAGEMENT (SCM) MATTERS

The SCM indicated that:

- The briefing session is non-compulsory as indicated in the Tender advert. Non-attendance to the briefing session does not lead to disqualification of the Bidders' proposal/s.
- The tender is closing on **21 November 2022 at 11:00**. A bid which is submitted after 11:00 will be regarded as late and will not be accepted by the DBE. The Tender box is situated on the right hand side before accessing the main entrance (from the gate) to the Reception; and is clearly marked "TENDERS". With regard to the submission of bigger documents, the Receptions will call the SCM officials who would register the document/s in the Register *for receiving the tender documents*. Bids must be submitted as hard copies; electronic/ emailed submissions will not be accepted by the DBE.
- The discussions during the briefing session and the questions raised after the briefing session will be consolidated, responded to and uploaded on the Department's website (www.etenders.gov.za) and e-Tender Portal (www.etenders.gov.za) where the tender advert and documents are published. Bidders can still forward the clarity seeking questions regarding the bid until at least seven (7) days before the tender closing date. The questions should be directed to Tenders@dbe.gov.za.
- Bidders must read the Mandatory Requirements carefully as listed in the TORs and ensure that they respond as required.
- Bidders must fully complete, sign and submit (with their bid document) the SBD forms which were uploaded with this tender document by the Department. Alteration or re-typing of the SBD forms is not allowed and will lead to the disqualification of the bid submitted.

4. QUESTIONS RAISED AND RESPONSES PROVIDED (during the briefing session)

No.	Question raised	Response/ clarity
1.	a) On page 4 of the tender document, a reference is made to a 40 bay trolley on the table but on the Annexure - list 2, it is listed 30 bay trolley; should it be a 40 bay or 20 bay trolley? Reference is also made to 20 tables; would the Department be willing to consider a 20 bay tablet trolley instead of a 40	a) The Specifications for the trolley in terms of whether it is 40 or 30 bay trolley will be updated. The updates would be shared on the DBE website and the e-Tender Portal where the tender is uploaded.

	<p>bay trolley? Could more information be provided on the Specification of the actual trolley required on Annexure A - list 2?</p>	
2.	<p>a) Is the tender calling for robotic kits and training; would one be able to tender for training or coding?</p> <p>b) The requirement is for face to face training, would the Department consider virtual training?</p>	<p>a) The Department requires the service provider to supply the resources and also train on those resources.</p> <p>b) Training would be face to face especially with the connectivity challenges in the country in various places.</p>
3.	<p>a) In the bid document; reference is made that one laptop per school is required, whereas in Annexure A; two laptops are required for teachers. Is it one or two laptops required?</p> <p>b) Under Table 1 on grade 7 for Kwa-Zulu Natal (KZN) Province, the number of schools is 112 and 2240 coding and robotic kits required. However; the tablets are 20 short. Is that so or it was meant to be 2240 tablets to pair with the robotic kits?</p> <p>c) Is the Bidder required to bid to supply for all provinces or the Bidder could choose the province they want to supply to? Is it specifically required that the supplier who will be supplying the resources should train or it can be either delivery or training?</p>	<p>a) The Specifications on the number of laptops required would be updated.</p> <p>b) The number of tablets especially for KZN would be updated.</p> <p>c) The Department requires one supplier who would supply all the resources needed and training for the whole country.</p>
4.	<p>a) Under Annexure where it is stated 10 workbooks for learners; is it a workbook per robotic kit or it is 10 workbooks in total? If it is a workbook per robotic kit, that would be 20 workbooks. Would there be copies made at schools; that would infringe on copyrights law. Would learners use the software on the laptops and would not necessarily be using workbooks so often hence only 10 workbooks are required?</p>	<p>a) It will be one workbook per kit and the backup would be electronically, which is the USB. The Service Provider would workshop/ train one Subject Advisor per district using the kit he/she will be providing. The Subject Advisor would thereafter cascade the training to other teachers in his/ her district. The kit will be distributed when the province decides that it is time for training of the teachers. At the end of the training they must be able to produce one functional robot. Throughout the training they will learn how to do coding as well as robotics. One could use the CAPS document if they wish although it is being revised.</p>

	<p>b) Most coding and robotic kits require the use of a fully functional network system; is the internet connectivity supposed to be priced in this bid or it is something different?</p>	<p>b) Bidders are not required to quote on connectivity as it is not part of this bid.</p>
5.	<p>a) Is the warranty on everything including the robotic kit or it is only on laptops and tablets?</p> <p>b) On Annexure A - list 1; the items listed on the robotic kit; one was of the view that, perhaps they are required to build a car. Is it possible that the Department could specify (based on the list provided) the robots that the Department is trying to build here in order to be able to know how they would conduct the training? The parts tabulated in this list; what are they supposed to build so that one is able to train teachers on a complete product?</p>	<p>a) Warranty is required on laptops, tablets and other electronic components.</p> <p>b) The Specifications for the robotics kits are as listed in the CAPS document. There are senses, swivel wheels, gears etc. in the robotic kit. Any robot that can sense, move (according to the instructions given) and perform a specific task is advisable. They are not binding the Bidders to any specific robot.</p>
6.	<p>a) Regard the training, in case where they would be partnering with someone; is the Department looking for someone within the specific SETA or will it be considering the capacity and experience of that training provider?</p>	<p>a) The training is not specifically linked to any content because the content is yet to be finalised. This is the supply of resources and the training is just on the End User to know how to utilise the resources that are provided. The training is to show that the kit given to the school is usable and one can build a robot with it and can code the robot so that there is no school which comes back thereafter and state that the kit is not user-friendly.</p>
7.	<p>a) Are the Bidders required to have storage facilities in each province?</p> <p>b) Section 4.9 stated that “<i>The service provide must provide one complete set resources/ materials/ coding and robotics kits for each participant at the centralised training session</i>”; does that include the tablet device?</p>	<p>a) The warehouse is required so that the DBE could be satisfied that there is warehousing space for safekeeping of the resources. It does not need to be in each province, it could be a central warehouse.</p> <p>b) Yes, the tablets are part of the resources for the training.</p>

	<p>c) The detailed Specification on the tablets (e.g memory/ hard drive sizes, the applications is it going to be using) was requested.</p>	<p>c) The updated Specifications would be shared/ published on the DBE website and eTender Portal where the tender is published.</p>
8.	<p>a) Paragraph 10.1 on the Mandatory Requirements, number 4 requires the <i>SABS certificate</i>. Is it for the actual robotic or it is for all components that would be put together as resources for this bid?</p> <p>b) Currently, all suppliers of robotic kits outsource them from international suppliers and they do not think that there is an SABS approved robotic kit. How would that affect the whole bid?</p>	<p>a) The laptops and tablets are SITA certified. The Department is working with SITA to ensure that everything is certified. Some of the components that are part of the kits needs to be SABS approved. The Department requires components which are SABS approved.</p> <p>b) On electronic devices or components, there has to be some form of quality assurance with the South African government. One cannot just bring anything in the country which is not SABS approved that might pose danger to the learners.</p>
9.	<p>a) With regard to the resource handouts; how would the Bidders know the kind of resources which must be in the book; are there any guidelines on the kind of projects the Department has in mind?</p> <p>b) With the list of parts provided which the Department is saying it could build any robot; it is difficult for the Bidders to comprehend what the Department is trying to achieve here. It was suggested that, maybe the Specification must refer to the curriculum. If the robotic kit addresses the curriculum so that it is open to anyone who has a robotic kit. The</p>	<p>a) The Department does not have a final curriculum and cannot base anything on a draft because the curriculum might change at its final stage. The Department is looking for a training which the service provider would be training the Subject Advisors to understand how the components work. It is upon the service provider to be creative with any activity/ project that would illustrate to the Subject Advisor how that particular component works. The training is not on a specific content but is on how to utilise a specific resource. The Bidders were advised to stick to the resources which have been requested by the Department.</p> <p>b) The resources are generic for using with any curriculum for coding and robotics</p>

	Specification put out is confusing and it excludes everyone who have other robotic kits. Could Bidders be allowed to propose their own alternative robotic kit instead of sticking to the list mentioned?	
10.	<p>a) Do the Bidders need to procure all this equipment upfront although they were going to be paid over two years? For year two, would there be some price increase because the market is currently volatile; there would be increases on shipment, fuel prices etc.</p> <p>The ceiling price required now to supply in year two will not be beneficial for them as Bidders.</p>	<p>a) The Bidders should supply equipment as per the TOR, they are required to give the fixed price for the duration of the project.</p>

5. CONCLUSION

Bidders were reminded:

- That they could send ask questions until at least seven (7) days before the closing date. Questions must be sent to Tenders@dbe.gov.za.
- To be mindful of the tender closing date as published.

Ms Metula thanked the Bidders for attending the briefing session and wished them well with the preparation and submission of their bids.

The session was adjourned.

THE TENDER CLOSING DATE IS EXTENDED TO 12 DECEMBER 2022.