



**basic education**

Department:  
Basic Education  
REPUBLIC OF SOUTH AFRICA

## **NON - COMPULSORY BRIEFING SESSION HELD VIRTUALLY – MICROSOFT TEAMS**

**DATE:** 15 FEBRUARY 2022

**TIME:** 10:00 to 11:00

**TENDER NUMBER** DBE 177

**DESCRIPTION:** Appointment of a service provider or a consortium of service providers to provide Local Area Network (LAN) infrastructure upgrade for the National Department of Basic Education

### **1. WELCOME AND INTRODUCTION**

Ms Metula welcomed everyone and introduced the Department of Basic Education's (DBE) team which is Mr S Banda, Mr R Mabilo, Mr D Moukangwe, Ms N Thebe (Supply Chain Management) and Ms T Dumezulu and Mr W Barnard. She gave the Bidders an opportunity to introduce themselves (indicating the individual's names and the name of the company/ organisation one is presenting).

### **2. BID PRESENTATION**

Presentation of the Terms of Reference (TORs) by Ms T Dumezulu.

### **3. SUPPLY CHAIN MANAGEMENT (SCM) MATTERS**

The SCM indicated that:

- The briefing session was 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 questions can still be raised after the briefing session and sent to [Tenders@dbe.gov.za](mailto:Tenders@dbe.gov.za). Discussions during the briefing session and the questions raised after the briefing session would be consolidated, responded to and uploaded on the Department's website ([www.etenders.gov.za](http://www.etenders.gov.za)) eTender Portal ([www.etenders.gov.za](http://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 days before the tender closes (as indicated in the tender advert).
- The tender is closing on **04 March 2022 at 11:00**. A bid submitted after 11:00 would be regarded as late and would not be accepted by the DBE.
- Tender documents must be hand/ physically delivered; emailed documents will not be accepted.
- Bidders must read the Mandatory Requirements carefully as listed in the TORs and ensure that they respond as required.
- Bidders must download, fully complete and submit the SBD Forms published with the tender documents.

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

No.	Question raised	Response/ clarity
1.	Should the solution still remain CISCO or could any other solution be proposed?	The Department is currently running the CISCO solution; however, Bidders can propose their solutions that meet the Department's requirements. for example, Huawei or Juniper.
2.	Since you are using the CISCO solution, should the new solution still be CISCO; can we propose a new solution e.g Huawei?	Bidders should bring the proposals to meet the requirements outlined. You are welcome to bring in your proposals to be able to meet the requirements.
3.	The SD access is specifically requested, there is only a single DNA centre in the specification. To run the SD access you need 3 DNA centre appliances. Can that be clarified from the technical aspect?	ST is a fibre connection used to connect floors to the core of the network in others words three DNA centre appliances are not needed.

#### 5. CONCLUSION

Bidders were reminded:

- To be mindful of the tender closing date as indicated in the Tender advert.
- That they can still ask questions until at least seven (7) days before the tender closes; questions should be directed to [Tenders@dbe.gov.za](mailto:Tenders@dbe.gov.za).

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.

#### 6. QUESTIONS RAISED (after the briefing session) AND RESPONSES PROVIDED

No.	Question raised	Response/ clarity
1.	<p>I came across bid DBE177 and would like to request a copy of the electronic copy for review.</p> <p>Would you kindly assist in forwarding a copy of this bid.</p>	<p>The tender documents are available on the DBE website and eTender Publication Portal as follows:            For the DBE website; go to <a href="http://www.education.gov.za">www.education.gov.za</a></p> <ul style="list-style-type: none"> <li>• Under “Quick Links”</li> <li>• Click on Tender bulletin</li> <li>• Advertised tenders</li> <li>• Bid documents</li> </ul> <p>For the e-Tender Publication Portal; go to <a href="http://www.etenders.gov.za">www.etenders.gov.za</a></p>

		<ul style="list-style-type: none"> <li>• Click on “Browse Opportunities”</li> <li>• Click on “Current Advertise”</li> <li>• Click on “Advance Search”</li> <li>• On the Organ of State select “Basic Education” and on Tender Type Select “Request for Proposal”</li> <li>• Click “Apply Filters”</li> <li>• Click the Sign + next to the tender description</li> <li>• Scroll down for tender documents</li> </ul>
2.	<p>On page page 28 section 9.2 Mandatory requirements, and requirement 9.2.7 states that “<i>Bidders must provide a full breakdown informing the ceiling price</i>”. Would DBE consider the level of detail in the snap shot below to be satisfactory as a response to that particular requirement?</p>	<p>Yes, the total cost of the project must be informed by the breakdown of the tasks / activities.</p>

Category	Item	Number of days	Hours	Rate Per Hour	Cost
Solution Implementation	Replacement of current LAN shall include SD-Access				
	Software Installation and Configuration				
	The solution shall include EMS				
	The proposed solution should include WiFi solution, Wireless LAN Controller and ISE				
Testing and Post Implementation Support	Solution testing				
	Knowledge and skill transfer				
	Post Implementation support and Optimisation				
	Support and maintenance services will be paid monthly based on the work done/job card.				

  

3.	<p>Kindly find below questions, we require clarity please.</p> <ul style="list-style-type: none"> <li>• Can the bid be uploaded electronically or emailed? <ul style="list-style-type: none"> <li>○ If it is a manual submission, an original file will be submitted.</li> <li>○ Are any hard copies required?</li> <li>○ Is a soft copy (USB) required?</li> </ul> </li> <li>• Can the tender documents be completed electronically in PDF?</li> <li>• Can the documents be signed electronically (SigningHub)?</li> </ul>	<p>No, the DBE will only accept hard copies. One original document must be submitted. Emailed documents <b>will not be accepted.</b></p>
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**THE TENDER CLOSING DATE IS 04 MARCH 2022 AT 11:00.**