
Terms of Reference

Supply, Delivery and Commissioning of Server Infrastructure

1 Background

The Office of the Chief Justice (OCJ) has ICT Server infrastructure at their main datacentre (SITA) and their disaster recovery datacentre (Midrand). This infrastructure is scaled to host basic ICT services systems (Exchange, System Centre, Sharepoint, MS SQL etc.). The business systems were not planned for in the currently existing infrastructure.

The Office of the Chief Justice intends to implement an HR system for the Judges. As part of the technical requirements for this system, the server ICT infrastructure capacity has to be upgraded by acquiring additional servers, storage area network modules and other related hardware and software.

2 Business objective

The objective includes:

Upgrade of the server infrastructure capacity to be able to host a number of business systems.

Acquisition of additional servers, storage area network modules, and other related hardware and software. Standardization of the server infrastructure at the main datacentre and the DR datacentre.

3 Project Scope and Specification

SITE	Device	Description	Storage	Memory	Processors
Main Site (SITA)	Rackmount Server	HP ProLiant DL380p Gen8 Server,	Minimum 5 TB scalable per Physical Server Slim SATA DVD-RW	Minimum 128Gb with 6 memory slots available	2X CPUs with 8 Cores per physical Server
Main Site (SITA)	Enterprise SAN Storage Upgrade	HP 3PAR StoreServ 7000	Minimum 18 TB Raw		
Main Site (SITA)		VMware software upgrade from Version 5.5 to the latest version			
Main Site (SITA)		Provision of 5 year HPE proactive support for existing and new hardware and software			
DR Site	Rackmount Server	HP ProLiant DL380p Gen8 Server	Minimum 5 TB scalable per Physical Server Slim SATA DVD-RW	Minimum 128 Gb with 6 memory slots available	2X CPUs with 8 Cores per Physical server
DR Site	Enterprise SAN Storage	HP 3PAR StoreServ 7000	Minimum 18 TB Raw		
DR Site	2 Tape Drives	HP MSL2024 1 LTO-5 3000 FC Tape Library drives			
DR Site	Rackmount Server	HP ProLiant DL380p Gen8 Server	Minimum 5 TB scalable per Physical Server Slim SATA	Minimum 32Gb with 12 memory slots	1X CPU with 8 Cores

			DVD-RW	available	
DR Site		VMware software upgrade from Version 5.5 to the latest version			
DR Site		Provision of 5 HPE proactive support for existing and new hardware and software			

4 Deliverables

- Pre-installation checks with respect to environmental aspects.
- Delivery of equipment relatively to the main site SITA NOC (Centurion) and the DR site (Midrand).
- Installation of the server and storage hardware into racks. Racks to be provided by OCJ.
- Connect server and storage equipment to network.
- Network and Power Re-cabling
- Installation of related software as well as firmware upgrades (if applicable).
- Upgrade of VMware version 5.5 to the latest version
- 5 years next business day onsite support and maintenance Warranty for all hardware and related software for a period of five (5) years. (Service Level Agreement to be entered into between the department and the winning bidder).

5 Preliminary criteria

The bidders have to comply with the responsiveness criteria stated below. Failure to comply with any of the responsive criteria listed below will render the bid non responsive.

- a) Only bidders accredited by SITA on Contract 2003 (i.e. listed on SITA website) should respond.
- b) Bidders are required to bid based on HP server and storage hardware.
- c) The bidder must not have projects that are overdue in any of the CJS cluster departments.

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- d) The bidder must be accredited as a partner of HP for provision and implementation of the proposed infrastructure (proof must be attached).
 - e) The bidder must indicate proposed infrastructure and software for Servers, and Storage hardware (indicate OEM for each component).
 - f) The bidder must provide a minimum of 2 CVs of the Server Infrastructure engineers that will implement the proposed solution. A minimum qualification of MCSE with a minimum of five years of experience will be considered.
 - g) The bidder must provide details of projects of similar nature that they have undertaken. Contactable reference (client references) must be provided for each project.
 - h) A project implementation plan must form part of the proposal.
 - i) The proposed equipment must allow for virtualisation.
 - j) Compulsory attendance of briefing session and site inspection

Bidders are required to submit with his/her Tender the following information:

- Original Valid Tax Clearance Certificate
- Company/CC/Trust/Partnership registration certificates
- Duly completed, signed Joint Venture Agreement and Power of Attorney in case of Joint Ventures.
- Certified Copies of Identity Document in the case of One-man concerns.
- Company Profile
- Bidders are required to fill in all the SBD forms attached
- B-BBEE verification certificate from accredited agency

Should a bidder not comply with any one of these requirements, the bidder may be disqualified.

6 Service Level Agreement

The bidder is expected to adhere to the following time frames:

- Implement project within 4 Months after receiving a purchase order
- Produce bi-weekly reports of the progress made on the project
- Ensure that the hardware and software has HPE proactive care warranty

7 Bid Price

The bid price should cover the following;

- Outright Purchase of equipment
- Installations and Configurations per site
- Testing and Commissioning of new infrastructure
- Five (5) years HPE Proactive Care warranty

The total VAT inclusive bid amount must be carried to the (Invitation to bid form).

8 Evaluation - Functionality

All responsive bids will be subjected to a prequalification evaluation on functionality. Bids not obtaining a minimum of 70 points on functionality will be excluded for further evaluation.

Proposals will be evaluated and points will be allocated on the following basis for functionality:

No	Functionality Criteria	Weighting Factor
1	Technicality Bidder must provide blueprint of Architectural Solution focusing on Servers, Network, Security and Storage (indicate OEM for each component) and a detailed project Plan with resource allocation	30
2	Qualifications & Skills Must provide 2 CVs of Engineers that will implement the solution (Minimum MCSE plus HP Certification Plus VMware Certification and 5 years relevant experience. Must provide 2 CVs of Project Managers with Prince 2 / PMbok Certification and 5 years' experience in ICT Infrastructure project management	30
3	Experience and track record Bidder must showcase company experience by	40

	providing details of projects where they have deployed servers infrastructure with integration of Servers and storage (indicate OEM for each component) Number of relevant projects undertaken with in the Past 5 Years Written evidence where a similar project was undertaken, especially in Government 5= 40 4=30 3=20 2=10	
Total		100

Bidders will be rated on the ratings stated below

0 - Very Poor 2 – Poor 3 – Good 4 - Very Good 5 – Excellent

9 Price and B-BBEE Points

The 90/10 evaluation method will be 90 for price and 10 for B-BBEE Points which will be awarded as per sub-regulation 5(3) or 6(3) of the PPPFA Regulations of 2011.

Subject to sub-regulation 5(3) and /or 6(3), points must be awarded to a tenderer for attaining B-BBEE status level contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points (90/10 system)
1	10
2	9
3	8
4	6
5	4
6	3

7	2
8	1
Non-compliant contributor	0

10 PRICING SCHEDULE

Pricing must be broken down per item required

The price breakdown MUST be completed as per the template provided below.

Bidders must provide firm prices, not subject to rate of exchange.

Item	Qty	Unit Price	Nett Price
Software (VMware)			
Hardware (Servers,SAN Modules,Tape Library Drives)			
Installation & Configuration			
5 year extended warranty & Support			
Skills Transfer			
Project management			
SubTotal			
VAT(14%)			
Total			
