REQUEST FOR QUOTATION (RFQ)

REQUEST FOR POTENTIAL SERVICE PROVIDERS TO SUBMIT QUOTATIONs TO AIDC FOR THE RENEWAL OF LICENSES, SUPPORT AND MAINTENANCE FOR H3C DEVICES FOR A PERIOD OF 24 MONTHS (2 YEARS).

REQUEST FOR QUOTATION (RFQ) DETAILS

RFQ NUMBER : **16451**

PROJECT NO. :

ISSUE DATE : **06 NOVEMBER 2026**

CLOSING DATE : **16 NOVEMBER 2026**

CLOSING TIME : **11H00**

RFQ VALIDITY DATE : **90 Business days**

REQUESTOR DETAILS

Requested By (SCM):	**ALI MALEFO**
Contact Number:	**012 564 5043**
Department Requested for:	ICT
For general RFQ and submissions contact	quotations@aidc.co.za

REQUEST FOR QOUTATION (RFQ) CLOSING VENUE

E-mail to: quotations@aidc.co.za

NB: DO NOT COPY ANY AIDC PERSONNEL, INCLUDING THE SCM OFFICIAL, ON YOUR RESPONSE; RESPONSES WITH AIDC EMPLOYEES COPIED WILL BE DISQUALIFIED.

DETAILS OF BIDDER

COMPANY NAME: ……..

CONTACT PERSON: ……..

TELEPHONE NUMBER: ……

CELLULAR NUMBER: ……

FAX NUMBER: ……

EMAIL ADDRESS: ……..

In submitting any information or documentation requested in this RFQ, the Respondent is hereby consenting to the processing of their personal information for the purpose of this RFQ and further confirming that they are aware of their rights in terms of Section 5 of POPIA

Respondents are required to provide consent below:

YES		NO	

	YES	NO
Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number)		
CSD number		

"ACTIVE STATUS": - means your BBBEE Certificate or Sworn affidavit is still valid (thus your documents have not yet expired)

NB: Please Note: - AIDC won't be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17.

EVALUATION CRITERIA

1. EVALUATION CRITERIA

The following will be considered in the evaluation:

EVALUATION CRITERIA (DELETE IF NOT APPLICABLE)
▪ Compliance
▪ Pre-qualification - **Yes**
▪ Price **(80)**
▪ Specific goals (**20**)

THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL

A. ADMINISTRATION CRITERIA	YES	NO
SARS Pin to verify your status		
Valid Sworn affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of BBBEE SANAS accredited verification certificate. NB: Suppliers to use approved DTI or CIPC Affidavit template (check website: www.dti.gov.za)		
SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2022 (PPR 2022)		
SBD 6.2 - Declaration Certification For Local Production and Content. (PPR 2022) and Annexure C where local content production is a specific goal, it must be noted under 6.1 for specific goal.		

A. MANDATORY DOCUMENTATION	YES	NO
SBD 4 – Declaration of Interest form – Bidders will be disqualified if the declaration is not completed in full, submitted, and signed		
Pricing schedule -Fully completed and signed, an incomplete form will lead to disqualification		
Integrity Pact- Fully completed and signed, an incomplete form will lead to disqualification		

THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL

B. PRE-QUALIFICATION DOCUMENTS	YES	NO
OEM Accreditation/Certification/Reseller/Partnership • Valid OEM Certificate or Signed Partnership letter, Signed Authorized reseller letter accredited by or from H3C as the OEM that is not older than 12 months. AIDC reserves the right to verify all documentation provided with the bidding documentation.		

D FUNCTIONALITY

C. EVALUATION CRITERIA AND CAPABILITY REQUIREMENTS	TYPE OF SUPPORING DOCUMENTSREQUIRED	MAXIMUM	SCORE	MINIMUM
NB: *The bidder shall achieve a minimum score of 70 points under functionality to be able to be evaluated further on pricing & BBBEE as per preferential system*		**100**		**70**
1. Project Manager • The bidders must indicate the project manager or project leader that will manage the engineers and services to be provided to AIDC for a period of 24 months.				

• The project manager must have 3 years or more experience in ICT project management including the H3C services project. • The project manager must have a 3 year degree in Information Communications Technology or equivalent together with Project Management certifications. **2.** Project manager with 3 or more years of project management experience that is H3C related 3 year degree in ICT or equivalent together with Project Management certifications **= 30 Points** 3. Project manager with 2 or more years of project management experience that is H3C related with 3 year degree in ICT or equivalent together with Project Management certifications **= 20 Points** 4. Project manager with less than 2 years management experience that is H3C related with 3 year degree in ICT or equivalent together with Project Management certifications **= 0 Points**	CV and certificate of related qualification of the Project Manager recommended for the project	30		
2. Technical Experience of Engineer(s) • The engineer(s) allocated to the project must have 3 years or more in installation, configuration, maintenance and support of H3C devices (core H3C Ethernet switches, core H3C fibre switches and core H3C firewalls. This should be indicated in their CVs to accompany the RFQ documentation submitted. If no CVs with relevant experience are submitted the bidder will be disqualified. 1. The engineer(s) recommended for the project with 3 years or more experience in H3C devices, installation, configuration, management **= 40 Points** 2. The engineer(s) recommended for the project with 2 years or more experience in H3C devices, installation, configuration, management **= 20 Points** 3. The engineer(s) recommended for the project have less than 2 years experience in H3C devices, installation, configuration and management = **0 Points** NB: AIDC reserves the right to verify the reference letters submitted with the bidding documentation	CV of the engineer(s) recommended for the project with related experience in in installation, configuration, maintenance and support of H3C devices (core H3C Ethernet switches, core H3C fibre switches and core H3C firewalls	40		

3. References • **The bidders must submit reference letters from different clients where they have implemented both remote and onsite maintenance of H3C devices, installation, configuration and management in the last 4 years.** • 3 or more letters = **30 points** • 2 letters = **20 points** • 1 letter = **10 points** • No letter = **0 points** NB: The reference letters to contain the following but not limited to: a) Client's Company letter head b) Signed by Client c) Dated d) Client's contactable details (e.g. Physical address, e-mail, telephone, etc.) The AIDC reserves the right to validate the reference letters	Attach contactable reference letters showing both remote and onsite support, signed by your clients.	30		

Preferential procurement targets

Take note!

The following preferential procurement targets will be followed out of 20 points. Points will be awarded for specific goals related to this RFQ. The total points obtained will be used to evaluate 80/20, where 80 points are assigned to price and the remaining 20 points are assigned to a specific goal. Bidder must attach supporting documents listed below and complete SBD6.1 in full on page 4 of 5. (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly SBD 6.1 to claim points for specific goals will receive a score of zero for that goal.

Specific goals	Supporting evidence for meeting preferential procurement targets	Points
B-BBEE status contributor level 1, 2, 3 or 4.	Valid affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of SANAS accredited verification certificate.	**Level 1 – 20 points** **Level 2 – 15 points** **Level 3 – 10 points** **Level 4 – 5 points**

Dear Service Provider

REQUEST FOR PROPOSAL /QUOTATION (RFQ) – SCOPE OF WORK/SERVICE

2. INTRODUCTION

2.1 MANDATE

The AIDC is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - those based in the Gauteng province. The AIDC is thus tasked by GGDA with special developmental type projects aimed at enhancing and possibly expanding the automotive and allied-related sector with a focus on enterprise development; also in the support of government's aims at BBBEE SMME development and the radical transformation of various townships. The AIDC otherwise explores other developmental projects, external to the objectives of the GGDA in support of the AIDC's own business development processes. These include projects related to the transport and energy sectors, as well the development of the Tshwane Auto City. The AIDC's focus, in terms of the 2016 Gauteng Economic Development Plan/Framework (GEDP/F), is towards the automotive sector in the Northern Corridor of the Gauteng City Region (GCR) framework.

2.2 VISION

The Vision of the AIDC is:

To be the leading implementation agency delivering creative, efficient, best practice and value-based solutions in support of government's programmes related to the automotive and allied sectors.

2.3 MISSION

The Mission of the AIDC, in pursuit of its Vision, is to provide innovative customized solutions:
To develop the automotive manufacturing sector to globally competitive standards of excellence through a world-class value proposition which enables effective and sustainable socio-economic growth.

3. RFQ OBJECTIVES

The purpose of this procurement is to solicit quotations from suitably accredited, qualified and experienced service providers for the renewal of H3C device licences for twenty-four (24) months, including the provision of comprehensive maintenance, technical support and associated services throughout the 24-month contract period for Supplier Park Development Company SOC Ltd, trading as the Automotive Industry Development Centre (AIDC). The Automotive Supplier Park (ASP) accommodates approximately 25 tenants to whom the Automotive Industry Development Centre (AIDC) supplies Information and Communications technology (ICT) shared services with approximately 500 users.

4. RFQ SCOPE

The core devices at AIDC are configured and setup to perform routing to Internet and Voice for AIDC, Tenants at all sites which are Rosslyn, Winterveldt, Ford, and Chamdor. Maintenance and support is required to assist with configurations, firmware upgrade and reporting which is required for these six

Core devices. The devices were installed 03 November 2022 and the maintenance and support for configurations, reporting and upgrades ended on 30 October 2025. These devices are 2 Core H3C Fibre switches, 2 Core H3C Ethernet Switches, 2 Core H3C Firewalls.

4.1 RFQ SCOPE - OVERVIEW

The appointed service provider shall provide, as a minimum, the below services:

4.1.1 The appointed bidder must be Gauteng Province based or have a branch in Gauteng. The proof of address of the service provider, and municipality account bill(statement) must be provided. No Affidavit for this requirement will be accepted.

4.1.2 Supply, Delivery, Activation and Installation H3C Devices licenses

Licenses renewal, maintenance and support on the two (2) H3C Core firewalls, two (2) H3C Core Fiber Switches and two (2) Core Ethernet Switches installed at AIDC ASP Park, Rosslyn for a period of 24 months.

5. DURATION

The service provider will be appointed to render the renewal of licenses of H3C devices for a period of 24 months and further provide a 24 months maintenance and support for all H3C devices.

6. PROFESSIONAL WORK REQUIRED FROM THE SERVICE PROVIDER

- The appointed service provider shall provide the AIDC with competent personnel of engineers to perform the scope of work on all the required platforms (H3C).
- Any ICT work (including but not limited to installations, activation, testing and confirmation of functionality) conducted by the engineers shall be executed using the latest technology, trends, and best practices in accordance with ICT services maintenance and support.
- All remedial work or poor workmanship conducted by the engineers on the platforms of the AIDC quoted shall be rectified at the cost of the service provider.
- The appointed service provider shall remain responsible for completing activation, installation, testing and restoration of the requested functionality of the required infrastructure.
- The inspections or acceptance by the ICT department shall not discharge the service provider from their responsibilities of ensuring a working environment of H3C.
- The appointed service provider shall create logins for the AIDC personnel on the portals of the required platforms (to ensure AIDC has a view of what they are licensed for) and for further skills transfer during troubleshooting exercises.
- The appointed service provider shall setup monthly SLA meetings with AIDC for the duration of the contract. During the progress of the contract, the appointed service provider shall provide the AIDC with monthly reports of uptime, functionality, errors, challenges, trends found on the platform during maintenance and support and or during troubleshooting.

7. LOCATION OF THE EQUIPMENT TO BE LICENSES

All licenses supplied will be rendered at the following sites:

Item	Site	Building	Physical Location
01	Automotive Supplier Park, ASP	Common Area	30 Helium Rd, Akasia, Rosslyn, Pretoria North

8. SPECIAL NOTES

- The RFQ documentation must be completed in full as per requirements.
- This above indicative scope of works outlines minimum requirements relating to the scope and does not absolve the bidder from sound ICT support and engineering practices responsibilities.
- Specialist sub-contracting will only be engaged through the approval of AIDC project manager.
- The required 24-months licenses shall be activated by the bidder with the OEM and the licenses keys must be provided to AIDC.
- The monthly support and maintenance work for 24 months shall be conducted and completed without fail in every aspect of the devices including the use of modern design, latest advanced technology, adherence to good ICT engineering practices required during services maintenance and support.
- The successful bidder should issue appropriate guarantee/s for the functionality of licenses acquired, installed and activated on equipment in accordance with the (OEM) manufacturer's prerequisites, that the licensed equipment, is adequately tested to perform as per outlined scope and specification.

9. PENALTY CLAUSE

- The successful bidder will not be paid for the licenses, if licenses are not activated and the devices are not functioning as expected.
- Penalties will be applied for late provision of maintenance and support on urgent or emergency conditions and when the service provider fails to provide onsite support when remote troubleshooting fail to yield positive results

10. PRICE SCHEDULE

- For fair price comparison, bidders must indicate whether they are VAT registered.
- Bidders submitting two different bids/proposals in value will be disqualified.
- If you have not received an order within a validity date of 90 business days of RFQ, please consider your submission as unsuccessful.

NB: THE PRICING PROPOSAL MUST BE SUBMITTED USING BELOW PRICING SCHEDULE, OFFERS THAT SUBMITTED SUBJECT TO CONFIRMATION WILL NOT BE CONSIDERED. BIDDERS SHOULD NOT BE REQUESTED OR PERMITTED TO ALTER THEIR QUOTATION AFTER THE DEADLINE FOR THE RECEIPT OF QUOTES. ONLY FIRM PRICES IN SOUTH AFRICAN RAND ('R') WILL BE ACCEPTED

Item No	Description	UOM	Qty	Unit Price (excl. VAT)	Total Price (excl. VAT)
	In line with detailed Scope of work & specification as detailed in this document		Pricing should be for 2 items each for 24 months		
1.	**Licenses for 6 H3C devices will be as follows**				
1.1	Licenses renewal for two (2) H3C Core Ethernet Switches	each	2 x 24 months		
1.2	Licenses for the two (2) H3C Core firewalls for 24 months	Each	2 x 24 months		
1.3	Licenses for two (2) H3C Core Fiber Switches for 24 months	Each	2 x 24 months		
1.4	Once off activation, installation, configuration and testing	each	1		
1.5	Maintenance and Support	monthly	24 months		
				TOTAL	
				VAT@15%	
				GRAND TOTAL	

Delivery period in weeks: .....

QUOTE CONDITIONS:

1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes' should not be qualified by own conditions.
2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least ninety (90) days from the closing date of the quotation and a firm delivery period must be indicated.
3. AIDC will not accept any changes or purported changes by the Respondent to the bid rates after the closing date and/or after the award of the business, unless the quotation/offer specifically provides for it
4. AIDC reserves the rights to validate any information submitted by Respondents in response to this bid. This would include, but is not limited to, requesting the Respondents to provide supporting evidence. By signing POPIA clause and submitting a bid, respondents hereby irrevocably grant the necessary consent to AIDC to do so;
5. All goods must be delivered to the address as indicated in the RFQ document.
6. All price quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will be entered into.
7. All purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore, no goods must be delivered, or a service be rendered without a valid official Purchase Order or letter of award. The onus rests with the service provider to ensure they have received the above. Changes to RFQ/PO specifications should be communicated to the SCM Officer.
8. Fully Complete & sign the attached SBD forms, thus SBD 4, 6.1 and 6.2 NB: Quotes without or with not fully completed SBD 4 will not be considered, and with SBD 6.1 and 6.2 bidder will score zero)
9. The 80/20 preference point system is applicable to price quotations and tenders with a rand value from R2 000 up to a rand value of R50 million (all applicable taxes included).
10. This RFQ will be evaluated based on the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2022. 20 Points allocated to specific goals listed in Table 1 of SBD 6.1 PPR 2022 Section 4.2
11. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2022. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME
12. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2022
13. B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo) or Valid Sworn affidavit (as issued by DTI/or CIPC
14. (EME/QSE see point 9&10 above) to be provided in order to claim points for specific goals:

15. **NB: For Construction related services/work_CIDB Grading & Safety File – The successful contractor should take note that a "Safety File" will be required on appointment and should be submitted to the AIDC before commencement of any work and ensure comply with relevant CIDB grading were required.**

Please note that failure to comply with the RFQ conditions will invalidate your proposal (if mandatory/prequalification documents are not returned then consider your quotation not accepted). Bidders who will only submit the quotation on their letterhead without completing this RFQ documents won't be considered.

I …… in my capacity as ……. certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions and I accept them.

Signature: ……

Company Name: ……