

BLOUBERG LOCAL MUNICIPALITY

REQUEST FOR PROPOSALS: Supply, Installation and Management of a STS Compliant Prepayment Electricity Vending Solution for 36 Months

TERMS OF REFERENCE

Supply, Installation and Management of a STS Compliant Prepayment Electricity Vending Solution for 36 Months. Project Number: BM11/18/19

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ANNEXURE A

RETURNABLE FORMS

BLOUBERG LOCAL MUNICIPALITY

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Project Number: BM11/18/19

1. INTRODUCTION

1.1 INVITATION

Supply, Installation and Management of a STS Compliant Prepayment Electricity Vending Solution for 36 Months.

1.2 BRIEFING SESSION

A compulsory briefing session will be held as follows:

DATE	13 June 2018
TIME	10:30am
VENUE	Blouberg Municipal Offices - Council Chamber

1.3 CLOSING DETAILS

The closing details for project proposal are as follows:

DATE	22 June 2018
TIME	11:00am
VENUE	Blouberg Municipal Offices - Municipal chamber

2. FORMAT OF PROPOSAL

The format of the proposal must follow the information below as a guideline to ensure uniformity of approach, and to enable proper evaluation of proposals received:

- Detailed Company Profile
- Proof of Company Registration
- SARS Tax Clearance Certificate(copy)
- Certified copy of B-BBEE Certificate(not older than three months)
- Certified ID copies of all directors(not older than three months)
- Proof of residence (municipal rates or letter form tribal offices)
- CSD summary report not older than three months
- Annual Financial Statements

N.B Bidders who scores less than 60 points on functionality will not be evaluated further on stage 2.

STAGE 2

Price=80 Points

Equity = 20 (B-BBEE status level contributor)

Note: It is compulsory to also fully complete the returnable forms attached in Annexure A

3. PROJECT DESCRIPTION AND BACKGROUND

Supply, installation and maintenance of a complete prepayment vending and management solution use on-line technology to vend tokens in a secure and efficient way.

4. SCOPE OF WORK

Supply, installation and maintenance of a complete prepayment vending and management solution use on-line technology to vend tokens in a secure and efficient way.

- No tender will be considered unless accompanied by a full description and technical details of the solution offered. Any special features shall be detailed.
- Only tenderers who can offer a fully functional system, which can be demonstrated, will be considered.
- The system offered shall be windows based system comprising a complete and fully functional prepayment vending and management system including all the operating and database modules needed to operate such a system.
- The minimum hardware, software and communications requirements on which to run the system shall be specified for all the different components of the system.
- The system shall provide for the following types of payment
 - Cash
 - Cheque
 - Credit Card
 - Debit Card
 - Bank Transfer
- The system shall provide for the Electricity Base Support Services Token (EBSST)
- The system shall vend on-line to all installed, existing and commissioned prepayment meters in the municipal area of supply.
- All system functions shall be accessed via a user-friendly graphics user interface.
- The prepayment meters shall accept all codes generated by the system to a valid meter and shall not reject the code generated.
- The system shall have the ability to collect arrears from the consumer by leveraging the prepayment transaction according to a unique formula for each consumer.
- The system shall be able to collect municipal account payments at the vending points. The system shall be capable to interface with the Venus billing system.
- The system shall be able to track the history/location of a meter from the time it is delivered to the municipalities' main store, through other local stores and points of connection until it is finally scrapped.
- The system shall be capable of interfacing with the's GIS and other 3rd party systems
- The system shall be operational on a 24 X 7 X 365 basis.

5 EVALUATION CRITERIA

The submission from service provider will be evaluated in terms of 80/20 point system as stipulated in the preferential procurement regulations, 2017 pertaining to the preferential procurement policy framework Act, 5 of 2000 as amended.

The proposal will be evaluated as follows

Stage 1 will be based on Functionality

FUNCTIONALITY –STAGE 1

CRITERION	Max points	Attachment	Weight
A maximum of five (10) appointment letters for the implementation and 24 hours management of a prepayment system (on-line vending solution) for electricity licenced areas. A appointment letters should be on the organisation approved letter head and signed by the authorised CEO	50 Points	Appointment letters and each equals to 10 points	50 Points
A Detailed implementation plan for the installation and management of a STS compliant prepayment electricity vending solution. The proposal should indicate all the procedures to be followed on the implementation and the functionality required for MSCOA and Solar	20 Points	Proposal with detailed plan	20 Points

integration compliance.			
Compostion of Staff(at least two technician)	Each technician=5 points Registered Town Planner=5 points Industrial/Process Engineer=5Points	Attach CV and Qualifications and	10 Points
		Total Points	80 Points

Stage 2

CRITERION	POINTS
Price	80
B-BBEE	20

6. PRICING

R_____ Vat inclusive/Not Vat inclusive

7. APPOINTMENT OF SERVICE PROVIDER

Blouberg Municipality reserves the right to reject or accept any proposal received. The successful Bidder will be informed in writing and will be requested to accept or reject the offer within a stipulated time.

8. FORM OF AGREEMENT

A Service Level Agreement will be signed with the successful Bidder.

END OF THE TERMS OF REFERENCE.

APPROVED BY:



Machaba Junias
MUNICIPAL MANAGER

ANNEXURE A: RETURNABLE FORMS