



# higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: S. Ngodwana [sngodwana@ingwecollege.edu.za](mailto:sngodwana@ingwecollege.edu.za) Tel: 039 940 2142 Ext 181

## ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	ENQUIRIES
PURCHASING OF MICROSOFT OFFICE FOR THE COLLEGE	INGWE/081/2021	DATE: 25/08/ 2021	TECHNICAL: MR. S. MNQETA TEL: 039 940 2142 SCM: MR. S. NGODWANA TEL: 039 940 2142

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification. The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation may be hand delivered before **12H00pm** at **Ingwe TVET College, Mount Frere Administration Offices at the security gate** or email to [sngodwana@ingwecollege.edu.za](mailto:sngodwana@ingwecollege.edu.za)

### THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Firm Delivery Period must be indicated.
- A valid SARS TAX Compliance status with PIN.
- Valid original B-BBEE certificate or certified copy of B-BBEE certificate or sworn affidavit.
- Updated CSD report (Central Supplier Database).
- Company municipal statement of account not later than three (3) months or company lease agreement if renting premises or affidavit from SAPS stating that the company is not obliged to pay municipal rates or council letter confirming the proof of address for the company.
- Joint Ventures to attached: JV Agreement, Consolidated BBEE certificate and letter of Signatory.
- **Proof of Microsoft Licensing Solutions Provider to offer Educational Solution.**
- **All bidders should quote according to the Master Agreement Number: X20 – 11398.**
- **The following forms should be attached with the Bid/RFQ submitted:**
  - Completed SBD 4, 8 and 9 (to be downloaded from the website).

### BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Ingwe TVET College Supply Chain Management Policy will apply;
- 80/20 preferential procurement point system will be applied.
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete and unsigned will not be accepted.
- Bidders will be required to register as a supplier/service provider on the Ingwe TVET College Supplier/Service Provider Database, if not already registered.
- No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.

Central Office  
Badibanise Village  
Mount Frere  
Tel: 039 940 2142

Mount Frere Campus  
Cancele Road  
Mount Frere  
Tel: 039 940 2142 ext.200

Ngqungqushu Campus  
Magwa Road  
Lusikisiki  
Tel: 039 940 2142 ext.300

Siteto Campus  
Mhlanga Village  
Bizana  
Tel: 039 940 2142 ext.400

Maluti Campus  
Mli Road  
Maluti  
Tel: 039 940 2142 ext.500

Mt Fletcher Campus  
Hospital Area  
Mount Fletcher  
Tel: 039 940 2142 ext.600

[www.ingwecollege.edu.za](http://www.ingwecollege.edu.za)



**NB: SPECIFICATION ATTACHED**

**EVALUATION CRITERIA**

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than R30 000.00

Price - 80 point  
B-BEE status level of Contribution - 20 points

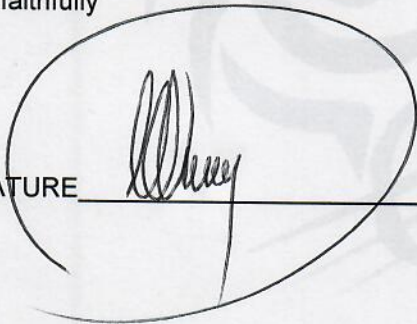
**BBBEE Points Breakdown:**

LEVEL	POINTS AWARDED
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non – compliant	0

**DELIVERY ADDRESS:**  
INGWE TVET COLLEGE  
ADMINISTRATION OFFICES  
BADIBANISE LOCATION A/A  
MOUNT FRERE  
5090

Yours faithfully

SIGNATURE



Published on: **18 AUGUST 2021**

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EXT:164

### Microsoft Office Licensing specification

SKU	PRODUCT DESCRIPTION	LEVEL	QUANTITY
AAD-38391	M365 EDU A3 Unified ShrSvr ALND Subs VLMVL PerUser- FAC	C	400
AAD-38397	M365 EDU A3 Unified ShrdSvr ALNG SubsVL MVL PerUsr STUUse Bnft-STU	Non specific	16000
5XS-0000	M365AppsForEnterpriseEDU SubsVL MVL Per User Student Use Bnft-STU	Non specific	16000
9GA-00308	CISStdCore ALNG LicSAPk MVL 16Lic CoreLic - ACP	Non specific	11
M6K-00001	O365EDUA1 ShrdSvr ALNG SubsVL MVL PerUsr - STU	Non specific	16000
V7J-00430	Windows MultiPoint Server Premium - ACP	Non specific	5

  
Mr. S. Mnqeta  
ICT Manager

Date: 2/7/2021

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