



Response 1

SCMU6-22/23-0019: Request for proposal from suitable qualified service providers for provisioning of project management services which shall include procurement, warehousing, inventory management (furniture) and delivery of both electronic and paper learning and teaching support material (LTSM and E-LTSM) for a period of three (3) years with an option to renew the contract for a period not longer than two (2) years at the discretion of ECDOE inform by budget availability, the need including the performance of the service provider.

| No. | Question | Response |
|-----|--|---|
| 1. | Bid Validity: on page 31 it states that the offer must be valid for a period of 120 days, however, on page 41 at clause 8.4 it states that the prices quoted must be valid for at least 90 days. Please clarify? | The validity for all bids is 120, therefore 90 is an error. |
| 2. | Clause 4.5.2: please provide detail and clarification. The sentence is unclear or incomplete. | Please refer to clause 4.5.3 below for clarification as it encompasses the detailed requirement indicated in 4.5.2 |
| 3. | Page 50 states that the bidder must address system/s and processes used for sourcing the goods specified, including tracking, delivery and training. What are the requirements for tracking? And what is expected to be tracked? And who is the intended audience relating to the training? | The tracking system/solution must have capacity to track and trace the delivery of LTSM inventory and also have capacity to provide real time reporting progress on deliveries. The winning bidder will be required to all key stakeholders involved in the process i.e. distributors, including skills transfer to the Departmental LTSM officials. |
| 4. | Reference letters, is the Department looking to see if the bidder has 5 years of experience, cumulatively? | The requirement does not change the Department requires a maximum of 5 reference letters from 5 institutions in which the prospective bidder has implemented a project of similar nature and 5 or more years of relevant work experience in order for the prospective bidder to acquirement maximum points cumulatively. |
| 5. | With reference to page 50 , is the Department expecting that the system will be used at a later stage by the department? | Yes the Department wants the system to remain with the Department after expiry of contract. |
| 6. | Clause 4.6.2: Design and develop methodologies that will assist the ECDoE with the implementation of textbook retrieval policies – is there a policy document in place that addresses textbook retrieval policies? | Yes there is a National retrieval policy however, the Eastern Cape requires to augment and provide a tailor made policy so that will meet our unique environment. |
| 7. | Clause 4.6.3: Design and develop a pragmatic model and strategy for the ECDoE's transition from paper textbooks to digital textbooks in support and realisation of the ECDoE's vision of implementing the Fourth Industrial Revolution (4IR) and assist in the implementation thereof – is there a policy document ? | No there is only a programme being piloted through e-learning programmes, therefore the bidder required to design and develop the entire strategy for implementation in a staggered manner. |
| 8. | The RFP does not have a pricing structure. Was the omission intentional? | The spec does not provide a pricing template however bidders are required to quote for all activities and |

| No. | Question | Response |
|-----|---|---|
| | | equipment as outlined in the scope of work. Please to paragraph 8.2 under the heading pricing structure. |
| 9. | If a bidder enters into a JV, will the JV be awarded points for ownership set out on pages 43 to 44 at clause 12. | The points will be calculated as per the distribution in the JV agreement |
| 10. | The RFP requires that the bidder must address a 'Development of a school furniture Management Plan'. How will the ordering process will be dealt with, meaning is there an approved service provider or body shop. If not, where is the budget allocated, at school level? | Yes, there are approved service providers/school furniture manufacturers and budget for school furniture is centralised at Head Office. |
| 11. | What process will be followed to identify and appoint such providers if there is no contract in place? | The school furniture manufacturers are appointed by the Department. |
| 12. | Page 52 requires that the bidder draft a project plan, however, this is the first time a project plan is mentioned and there are no points in the functionality rubric nor are there metrics to utilise to draft a plan. Please advise if the inclusion of a project plan was an error? | The requirement might not necessarily be a mandatory requirement but required as additional information. |
| 13. | What certificates are referred to at clause 14.1.10 | Certificates such as ISO certificates for quality management |
| 14. | Bid Validity: on page 31 it states that the offer must be valid for a period of 120 days, however, on page 41 at clause 8.4 it states that the prices quoted must be valid for at least 90 days. Please clarify? | Addressed in question number 1 |
| 15. | Women Ownership has no allocated Points, but on page 14 is allocated 2 points There is a discrepancy on point allocation between the two pages (pg 43 vs pg 14) | The allocation of points is on page 14 – SBD 6.1. Please disregard points allocation on page 43. |
| 16. | Individuals listed, Are these goals for the Consortium only or included of any part of the Sub Contracting? | The goals are applicable to the main bidders, JVs and Sub-contractors will be combined |
| 17. | Is the Printing, Distributing and Capturing of paper-based catalogue required? | No the Department has a standing direct contract with publishers. |