



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY -

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *30/04/2024*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6361/62*
REF : *REQ5319*

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than **09/05/2024 at 12H00**

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
1	Request for implementation of disaster recovery, cloud computing, storage and networking using Azure, include the following items:		
	1. Data storage		
	2. Domain controller networking		
	3. Computer services		
	See attached for detailed specification.		

Please number your quotes (Your Ref no)

The following conditions will apply:

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- The municipality retains the prerogative to reject any quotes it deems to be excessive
- A firm delivery period must be indicated.
- Tax Clearance Pin
- A service provider be registered with central supplier database (CSD)
- Registered with CIPRO (CK 1 or 2 document)
- Completed MBD4 (Declaration of Interest) Form
- Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for SPECIFIC POINTS SYSTEM)
20 is further evaluated as: 20 for 100% Black owned; 18 for at least 51% Black owned; and 14 for Less than 51% Black owned

Fill in and Return the Declaration of Interest Form.

BA-PHALABORWA MUNICIPALITY



TERMS OF REFERENCE

FOR

**APPOINTMENT OF A SUITABLE SERVICE PROVIDER FOR INSTALLATION AND MAINTENANCE OF A DISASTER
RECOVER SITE.**

Specification

Bidders are required to submit proposals in line with the below mentioned services:

- The deployment and configuration of Disaster Recovery Solution and Licensing to be included.
- The Disaster Recovery Solution should be able to leverage on existing storage for the recovery environment.
- The Bidder must provide tools for proactive monitoring of the disaster recovery solution.
- Participate in DR Tests which will be conducted.
- The solution will adapt for changing municipality needs in terms of Recovery Point Objective (**RPO**) and Recovery Time Objective (**RTO**) if the municipality requirements are to evolve.
- The service providers will validate the RPO and RTO which are stipulated by Municipality before implementing the DR solution.
- Provide fail-over to live production environment should there be a failure or disaster thus ensuring business continuity management.
- The DR solution must be able to provide daily reporting on the status of the workloads during the period of the contract.
- The Disaster Recovery solution will support the below key features:
 - Whole Workload Replication
 - Block-level and Snapshot Replication
 - Rapid One-click failover
 - Platform Independent
 - System generated reports that reports on RPO & RTOs
 - Compress data.
 - Real-Time Notifications
 - Fail-back Flexibility.
 - Events, Tasks, and Actionable Alerts
 - Protection Tiers
 - Centralized Management Console
 - Simple Web-Based Management
 - Easy Test Failover
 - Isolate the DR environment from production and perform tests.
 - Failover Preparation
- Project Management includes the design and deployment of the solution.

Components

Microsoft Azure Components			
BaPhalaborwa			
Service category	Service type	Custom name	Description
Networking	VPN Gateway		VPN Gateways, Basic VPN tier, 744 gateway hours, 10 S2S tunnels, 128 P2S connections, 500 GB, Inter-VNET outbound VPN gateway type
Compute	Virtual Machines	Offsite DC	1 D2as v5 (2 vCPUs, 8 GB RAM) x 744 Hours (Pay as you go), Windows (License included), OS Only; 0 managed disks – S4, 10,000 transaction units; Inter Region transfer type, 5 GB outbound data transfer from South Africa North to South Africa West
Compute	Virtual Machines	Taxi (Virtual) - DR	1 D4a v4 (4 vCPUs, 16 GB RAM) x 100 Hours (Pay as you go), Windows (License included), OS Only; 3 managed disks – E1, LRS - 70 GB, 10,000 transaction units; Inter Region transfer type, 5 GB outbound data transfer from East US to South Africa North
Management and governance	Azure Backup	Azure Backup Onsite Resources	On-premises Servers, 1 Instance(s) x 500 GB, LRS Redundancy, Moderate Average Daily Churn, 950 GB Average monthly backup data
Management and governance	Azure Backup	Azure Backup Offsite DC	Azure VMs, Standard Backup policy, 1 Instance(s) x 128 GB, LRS Redundancy, Low Average Daily Churn, 166 GB Average monthly backup data in Standard Tier, 0 GB Average monthly backup data in Archive Tier
Management and governance	Azure Site Recovery		0 Customer instances, 1 Azure instances
Support			Support
			Licensing Program
			Microsoft Customer Agreement (MCA)

CRITERIA FOR EVALUATING FUNCTIONALITY

Table 1

Item	Description	Score
1	<p>Proposal and Project Methodology</p> <p>Bidder must provide a comprehensive proposal detailing the design, implementation, and support of the Disaster Recovery Solution within the current environment, according to the following guidelines:</p> <ul style="list-style-type: none"> ✓ Solution diagrams as well as a detailed technical write-up of the solution ✓ Disaster Recovery Test Plan – provide a view into the health and status and services within the Disaster Recovery Solution ✓ RTOs & RPOs ✓ Skills Transfer Plan ✓ Project Plan – with timelines, key phases, personnel for each task <p>No proposal and project plan = 0 Project Plan & No Proposal = 0 Proposal and no project plan = 10 Detailed proposal and project plan = 20</p>	20
2	<p>Micro Focus Partnership (attach proof)</p> <p>No Micro Focus Partner certificate = 0 Micro Focus Premium Partner certificate = 30</p>	30

	The Municipality reserves the right to validate the information provided by the bidders	
3	References Bidder must attach Platespin Forge contactable references where bidder has successfully, 2 MUST be from Municipalities. No reference letters = 0 1 reference letter = 5 2 reference letters = 10 3 reference letters = 20 The Municipality reserves the right to validate the information provided by the bidders	20
4	Technical CVs and Qualifications Bidder must provider CVs of implementation engineers, (certifications and qualifications to be included.ie. MicroFocus Workload Management Technical Certification. No CV and qualifications (no experience) = 0 1 CV and qualification (less than one years' experience) = 3 2 CVs and qualifications (more than two years' experience) = 5 3 CVs and qualifications (3 years and above years of experience) = 10	10
	Consulting CVs and Qualifications Bidder must provider CVs for business consultants (certifications and qualifications to be included.ie. BCI certifications No CV and qualifications (no experience) = 0 1 CV and qualification (less than one years' experience) = 5 2 CVs and qualifications (more than two years' experience) = 10	10
	Project Manager CVs and Qualifications Bidder must provider CV project manager and certifications (Prince2/ PMP) No CV and qualifications (no experience) = 0 1 CV and qualification (less than one years' experience) = 5 2 CVs and qualifications (more than two years' experience) = 10	10
	Total Score	100

 02/05/2024