



South African Reserve Bank
Financial Services Department

Provision of control room console and related hardware for the video wall

Tender

Closing date: Friday 2012-03-02 at 10h00

Ref no ND/11-2011

1 Introduction

Whereas the South African Reserve Bank (the Bank) wishes to appoint and contract vendors for the construction of a control room console and related hardware for the video wall.

The Bank would therefore like to extend a Request for Proposals (RFPs) to vendors to respond to as per the specification provided below.

2 General Instructions to Vendors

2.1 Procurement Section of the Bank

The Procurement Section is the office to which all correspondence should be directed. All correspondence should be directed to:

South African Reserve Bank, 370 Church Street, Pretoria, 0001

Contact person:

Ms Noluthando Deyi

Tel: +27 (0)12 313-4665

E-mail: Noluthando.Deyi@resbank.co.za

2.2 Eligible Vendors

Only vendors who have been invited to tender may participate in this tender.

2.3 Vendor and Consortium

Vendors may act as a consortium with other vendors to respond to the tender. The vendor must act as the primary respondent. Where the vendor is referred to in the requirements, it will also mean the consortium. It is up to the vendor to negotiate the relationship with other vendors to

form the consortium. All correspondence will be conducted with the vendor (in its role as primary respondent) only.

Proof of the legal relationship amongst partners forming the consortium must be provided if the vendor is invited to respond to the tender. This should outline the responsibilities of the various parties (in percentage).

2.4 Language of Communication

The language of the tender will be English. All information provided shall be in English.

2.5 Cost of Submitting Responses to the tender

The vendor shall bear all costs related to the preparation and submission of its response to the tender. The Bank will not be liable for any costs, regardless of the outcome of the tender process.

2.6 Ethical Standards

It is a requirement that all parties involved in the tender process adhere to the highest ethical standards, during the response process as well as any other related process that may follow. If it is demonstrated that an official of any of the vendor, or anyone acting on his or her behalf, has committed any form of corrupt or unfair procurement practices, the Bank will:

- a. reject the vendor's proposal; and/or
- b. take any further steps that may be deemed appropriate under the circumstances.

2.7 Publicity and Media Releases

While the tender process is in progress, the vendor is not entitled to generate publicity or issue media releases that in any way refer to this

tender or the vendor's response to it, without the prior written consent of the Bank.

2.8 Clarification of tender

Reasonable care to ensure that the tender contains the appropriate information that the vendor needs to formulate a response. If the vendor is in any doubt as to the completeness of the tender, it should seek clarification through the Procurement Section of the Bank, which clarification questions should be submitted via e-mail through the Procurement Section. Both the question as well as the response will be sent to all vendors.

2.9 Confidentiality

All vendors receiving and responding to the tender must treat the contents of the tender as confidential.

2.10 Place, Time and Method of Delivery

Vendors should deliver their responses to the tender strictly into the tender box at the physical address as stated in 2.1 above. The response to the tender must be enclosed in sealed envelopes together with **four hard copies (five in total)** of the complete document clearly marked "**original**" and "**copy**" bearing the applicable headings, reference number and closing time and date. Failure to comply with these requirements could result in disqualification.

If courier services companies are used for delivery of the documents, please give specific instructions for the documents to be deposited in the tender box and **not through the Bank internal mailing system. Tenders not deposited in the tender box will not be accepted.**

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2.11 Late Submissions

The Bank shall not consider any response to the tender that arrives after the closing date. Any response to the tender received by the Bank after the closing date will be rejected and returned unopened to the bidder.

2.12 Withdrawal, Substitution and Modification of the tender

Tenders shall remain valid for a period of 120 (one hundred and twenty) days from the closing date for the submission of tenders, during which period it may not be amended or withdrawn. However, the Bank reserves the right to amend, withdraw, substitute or modify the tender at any time during the tender process, and tenderers would, however, be advised accordingly in writing.

2.13 Communication to Vendors

The Bank will communicate to all respondents the outcome of the evaluation of their response to the tender. This communication shall be done via letter.

2.14 Supporting Documents

Where requested, supporting documents may be attached as Annexure.

2.15 Intellectual Property

The Bank retains all intellectual property pertaining to the tender. Vendors may copy or distribute the information for the sole purpose of responding to the tender. The responses to the tender will be treated in a confidential manner and will not be disclosed except to parties directly involved with the evaluation of the proposals. Should vendors consider any part of the response to constitute their intellectual property, it should be clearly indicated as such.

2.16 Alternative responses

No alternative response will be considered.

2.17 Documentation

Incomplete responses will not be considered.

2.18 BEE Compliance

BEE Ownership Profile (Please complete table)

	White	Black	Coloured	Indian
Ownership %				

Board of Directors (Please complete table)

	White	Black	Coloured	Indian
Number				

2.19 Empowerment Scorecard

Kindly attach your company's valid Broad-based Black Economic Empowerment certificate issued in terms of the Department of Trade and Industry's BEE Code of Good Practice.

2.20 Employment Equity Compliance/Performance (Please complete table)

Employee %	White	Black	Coloured	Indian
Male				
Female				
Total				

2.21 Legal Documentation

Please ensure that all requested documentation is attached to tender and returned to the Procurement Section.

3 Specification

3.1 Displays

3.1.1 Four (4) 46" LED LCD Display units with a minimum of 1x HDMI or 1x VGA or 1x Display Port Input. Must be capable of displaying full HD resolution (1920 x 1080) or higher.

3.1.2 Twenty (20) 19" or larger LCD Display units with a minimum of 1x HDMI or 1x VGA or 1x Display Port Output. Must be capable of displaying full HD resolution (1920 x 1080) or higher.

3.1.3 Display Wall Control Appliance capable of dynamically switching up to twenty (20) monitors inputs to four (4) monitor outputs. Inputs and outputs must support full HD resolution (1920 x 1080) or higher

3.2 Input Control

3.2.1 Six (6) KVM Switches capable each of alternatively controlling a minimum of four (4) PC workstations

3.2.2 Four (4) wireless keyboards operating at 2.4GHz with a minimum of four (4) programmable keys

3.2.3 Four (4) wireless mice operating at 2.4Ghz with a minimum of two programmable buttons and dual-axis scroll wheel

3.3 Furniture

3.3.1 Six (6) control room specification chairs.

3.3.2 Units should have:

3.3.2.1 High back

3.3.2.2 Heavy duty doubled wheel castors

3.3.2.3 Adjustable height

3.3.2.4 Adjustable tilt

3.3.2.5 Adjustable arm rests

3.3.2.6 Adjustable head rest

3.3.2.7 Be certified for control room operation (BS 5459-2:2000, ISO 9241 parts 3 & 5)

3.4 Console structure

3.4.1 Display mounting

3.4.2 Display mounting points or brackets for twenty (20) 19" LCD monitors.

Retrofitting larger monitors should be supported

3.4.3 Display mounting points or brackets for four (4) 46" LCD monitors.

Retrofitting larger monitors should be supported

3.5 Work space

3.5.1 Work space capable of supporting full 104 Keyboard

3.5.2 Work space promoting positive operator ergonomics

3.6 Structure

3.6.1 16 Bays of 620mm wide and 2500mm high

3.6.2 Frame with wooden panels

3.6.3 Maple Formica cladding with a polyurethane front edge,

3.6.4 Solid strip of Maple at back to prevent items rolling off

3.6.5 Ventilation louvers at rear and front promoting positive airflow

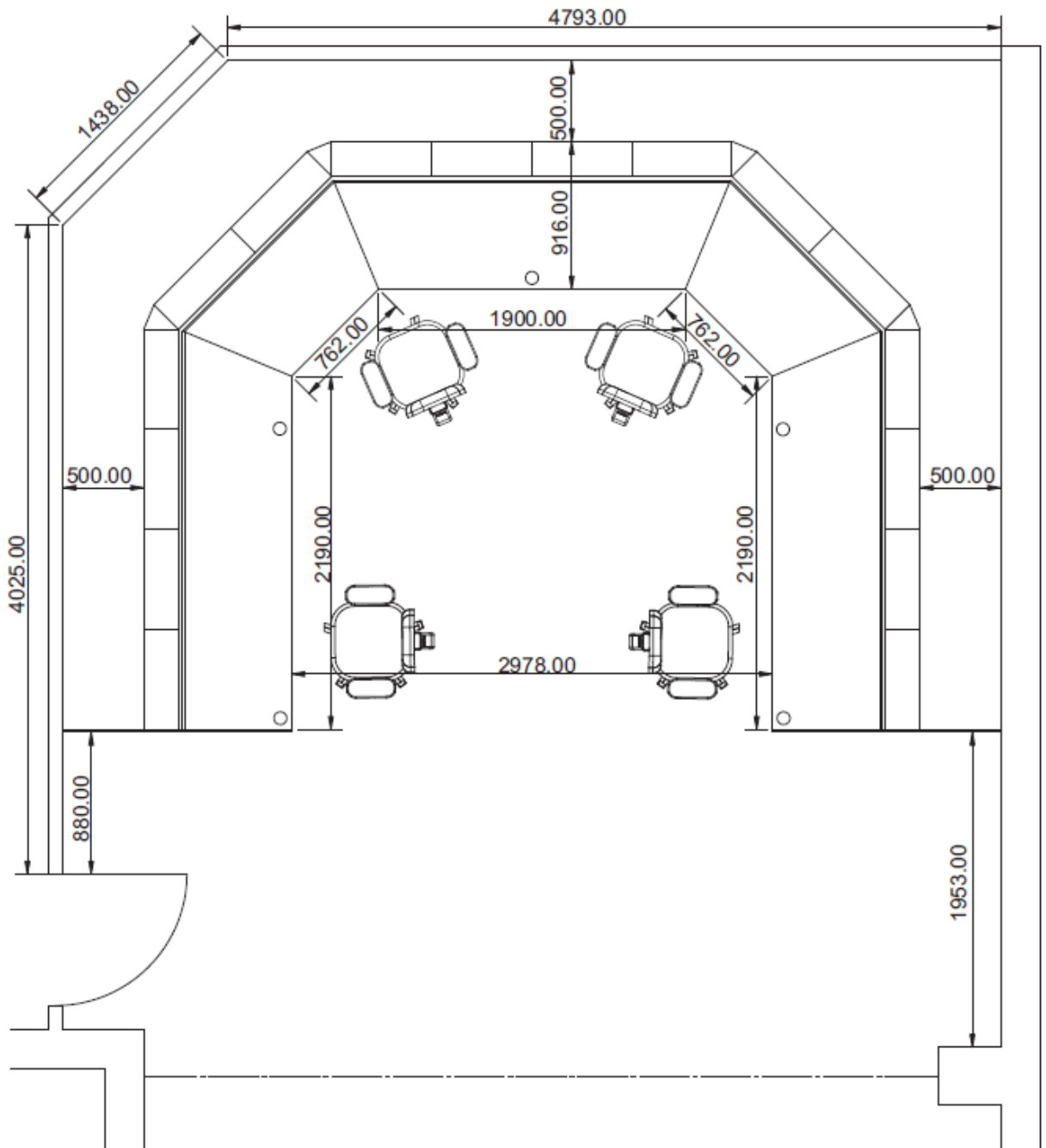
3.6.6 Access Door to rear of console

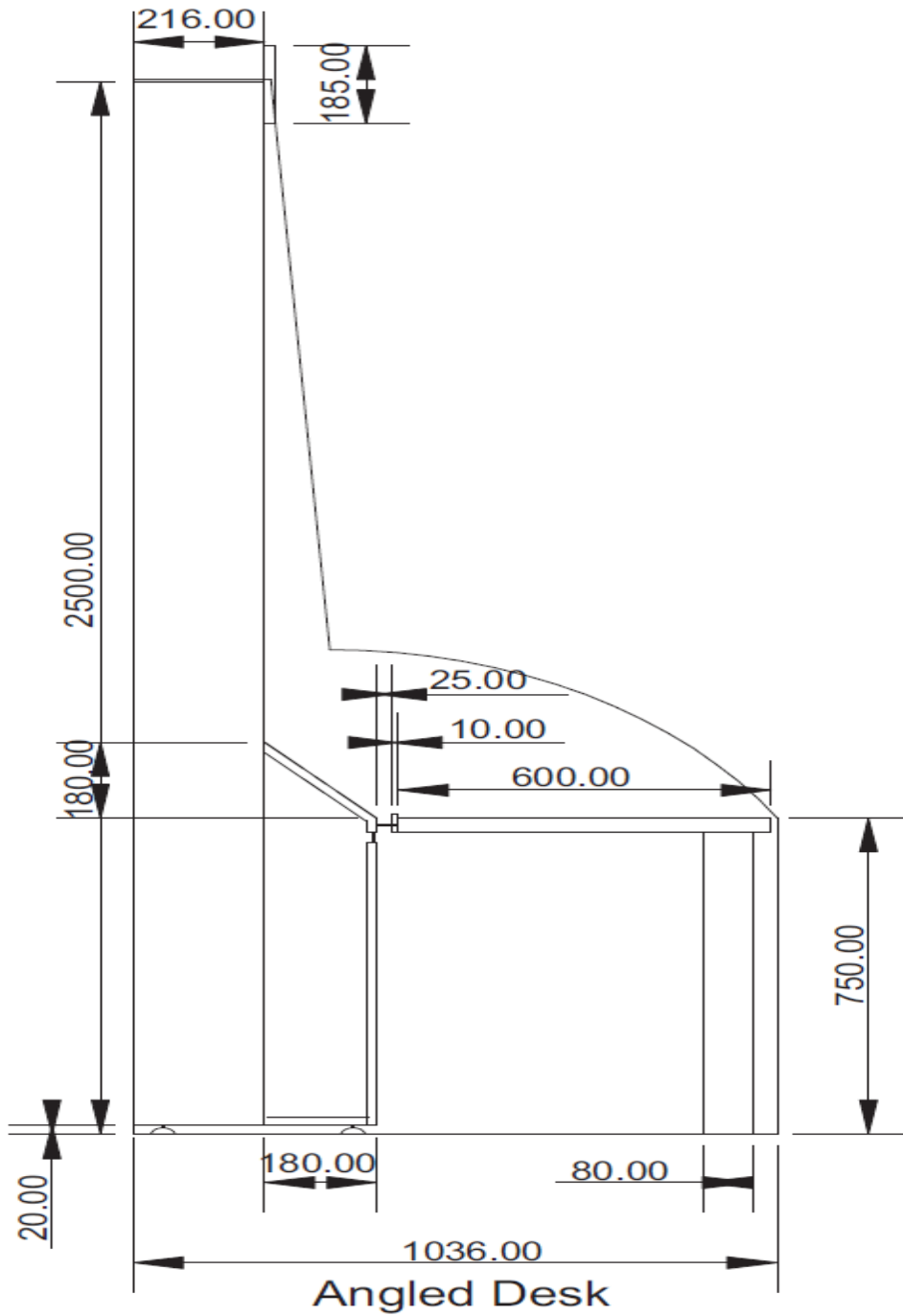
3.6.7 Internal mounting points for a minimum of one (1) three way power strip per monitor mounting site.

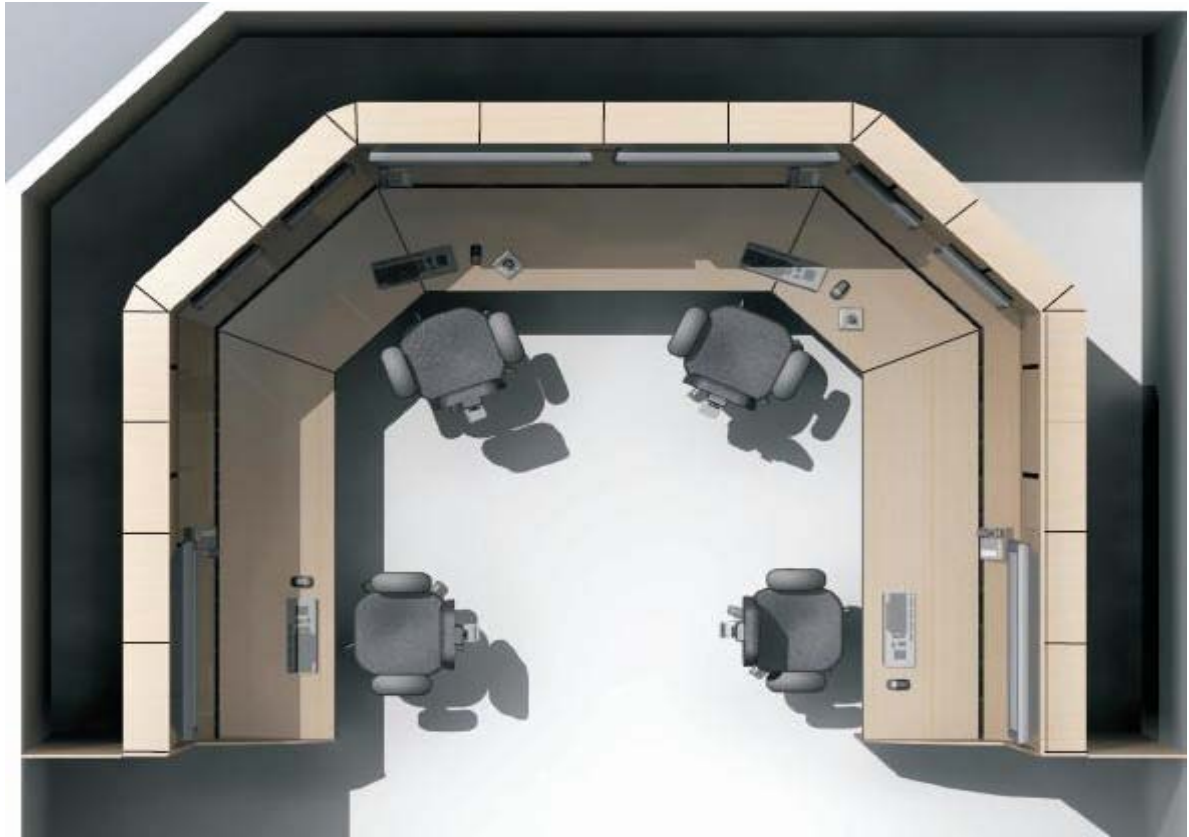
3.6.8 Vertical brush strip below work surface for easy cable access.

3.7 Filing cabinets in console

3.7.1 Two (2) filing cabinets with minimum of three (3) shelves. Each shelf should have sufficient space to accommodated lever arch standard files







4 The Evaluation Process

4.1 Evaluation Criteria

The Evaluation Panel (the panel) of the Bank shall evaluate each accepted response to the tender that is determined to be substantially responsive.

Evaluation criteria will include aspects such as:

- a) The vendor's ability to meet the specified requirements/specification.
- b) The vendor's demonstrated experience with similar projects (kindly provide information on two recent projects).
- c) The vendor's compliance/performance with Black Economic Empowerment initiatives
- d) The vendor's viability, stability, and financial condition.
- e) The outcome of visits to vendor's client reference sites.
- f) The proposed solution must be functional fit.
- g) Any other criteria deemed relevant by the panel.
- h) Capacity to do the work and/or reputation as a vendor.

4.2 Clarification

4.2.1 Tender response clarification questions/sessions.

To assist in the evaluation of the responses, the Bank may, at its discretion, ask any vendor for a clarification of its response. Clarification questions will be submitted to vendors in writing. The responses thereof should also be submitted in writing. Any question that vendors might have must also be in writing.

4.2.2 Presentations from short-listed vendors

Short-listed vendors may be invited to present their responses to the Bank. Short-listed vendors will be notified by the Procurement Section in writing.

4.2.3 Site visits

The panel might consider visiting sites where short-listed vendors are conducting business. These site visits will be arranged between the vendor and the Procurement Section.

4.2.4 Client references

Vendors must attach any (two) client references to the responses. Vendors should also indicate whether the Bank might contact these clients for purposes of gathering more information and for clarification.

5 Vetting

Potential service providers would be required to undergo rigorous security vetting as required by the enabling legislation and the Vetting Policy of the Bank.