



The Knysna Municipality is inviting quotations from suitable service providers for the services described below.
Category:

ADVERTISEMENT DATE:	11 May 2018
QUOTATION NUMBER:	B895 /2017/18
DESCRIPTION OF GOODS/SERVICES:	ACTIVE DIRECTORY AND FILE SERVER AUDITING AND MONITORING SOFTWARE
QUOTATION DOCUMENTS ARE OBTAINABLE FROM:	Company : Knysna Municipality Contact Person : Nombulelo Dliso Email : ndliso@knysna.gov.za Tell : 044 302 6438
CLOSING DATE: TIME:	15 May 2018 12:00
SUBMISSIONS:	Sealed quotations clearly marked, “Active Directory and File Server auditing and monitoring software” can be submitted: By hand to : Scm Dept.-Knysna Municipality By email to : ndliso@knysna.gov.za Contact person : Nombulelo Dliso Electronic bid documents must reach SCM office before the closing time
TECHNICAL ENQUIRIES:	Company : Knysna Municipality Contact Person : Graeme Huddy Email : ghuddy@knysna.gov.za Tell : 044 302 6431

The following conditions will apply:

- 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 when applicable.
- Price must include all related expenses, i.e. transport, accommodation etc.
- Bidders must insist on an official order number.
- Only an official order will bind the Council.

**KAM CHETTY
MUNICIPAL MANAGER**

CLYDE STREET | KNYSNA

B 895/2017/18: ACTIVE DIRECTORY AND FILE SERVER AUDITING AND MONITORING SOFTWARE

Knysna Municipality requires software for the auditing and monitoring of changes to Active Directory and Windows File Servers.

The Knysna Municipality IT environment consists of 2 (two) Domain Controllers and 1 (one) Windows File Server

SPECIFICATIONS

Active Directory

The minimum features required for Active Directory (AD) Auditing and Monitoring software are as follows:

Feature	Comply (Yes / No)
AD Logon Activity Monitoring	
AD User, Group, Computer, OU, GPO Change Auditing	
Administrator/HelpDesk Technician Activity Auditing	
Schedule, E-mail Pre-configured Reports	
Threshold based e-mail Alerts	
Compliance specific reports	
Account Lockout Reports and ability to analyze the cause of account lockouts	
Group Policy Object settings audit	
Track all attribute changes of User/Computer/Groups/OU	
New/Old Value audit AD Object attributes	
Active Directory Permission change audit	
DNS Server Auditing	
Schema, Contacts & Configuration Auditing	
Support for MS SQL database	

Windows File Server

The minimum features required for Windows File Server Auditing and Monitoring software are as follows:

Feature	Comply (Yes / No)
File Creation on Windows File Server	
File Modification on Windows File Server	
File Deletion on Windows File Server	
Access Permissions for Windows File Server Folder/File	
Folder Permission Changes	
Folder Audit Permission Changes	

PRICING

Description	Qty	Rate	Price
Active Directory Auditing and Monitoring Software for 2 Active Directory Domain Controllers	1	R	R
Windows File Server Auditing and Monitoring Software for 1 File Server	1	R	R
Total			R
15% VAT(if VAT registered)			R
Grand Total			R

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)

BID NUMBER:	B895/2017/18	CLOSING DATE:	15 May 2018	CLOSING TIME:	12:00
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DESCRIPTION					
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
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SIGNATURE OF BIDDER	DATE	
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CAPACITY UNDER WHICH THIS BID IS SIGNED

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: TECHNICAL INFORMATION MAY BE DIRECTED TO:

DEPARTMENT	SCM	CONTACT PERSON	Lezelle Plaatjies
CONTACT PERSON	Nombulelo	TELEPHONE NUMBER	044 3026440
TELEPHONE NUMBER	044 3026438	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	lplaatjies@knysna.gov.za
E-MAIL ADDRESS	ndliso@knysna.gov.za		

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.</p> <p>2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.</p> <p>2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p>
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
<p>3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

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CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

DATE:

