



REQUEST FOR TENDER TO PROVIDE A DEVICE AS A SERVICE (DAAS) SOLUTION

This is the Request for Tender issued to service providers to provide a device as a service (DAAS) solution to SAMWUMED Medical Scheme. This document sets out the terms of reference for the Request for Tender. The information contained within this document is considered proprietary and confidential. No inappropriate and or unauthorised disclosure of this document is allowed.

Objective

The objective of this Request for Tender (RFT) is to invite service providers, in good standing, to submit proposals for consideration to be appointed to the South African Municipal Workers Union National Medical Scheme (hereinafter referred to as "SAMWUMED") for the following:

- Onsite Device as a Service Solution that includes the provision, configuration, deployment, and management of Notebook / Laptop computers.
- Provisioning of the devices must be based on a monthly consumption analysis and on a "pay per use" basis.
- The contract term will be for 36 Months.

PART 1: SCHEME INFORMATION IN RELATION TO REQUEST FOR TENDER

SAMWUMED Medical Scheme Background

The South African Municipal Workers Union Medical Scheme (SAMWUMED) ("the Scheme") is registered as a medical scheme in terms of Section 24 of the Medical Schemes Act and is governed in terms of the Rules of the Scheme. SAMWUMED is a financially healthy, national-accredited, and self-administered medical aid scheme which covers approximately 77 000 lives throughout South Africa. The scheme operates within a closed sector namely, local government and associated agencies employees.

PART 2: TERMS AND CONDITIONS OF THE REQUEST FOR TENDER

2.1 Introduction

This document specifies the pertinent requirements by SAMWUMED. These specifications are being provided to serve as a basis for detailed proposals and structured fees that service providers must submit to the Scheme for consideration.

Through this Request for Tender ("RFT"), SAMWUMED Medical Scheme ("the Scheme") intends to obtain and achieve:

- A comprehensive understanding of your organization's capabilities and approach in providing the services listed above;
- Assurance that the Scheme's key requirements can be achieved; and
- Transparency in the cost structure for the described scope of services.

SAMWUMED Medical Scheme hereby requests service providers to make a value proposition since the Scheme is:

- Driving towards more standardization in operations thus reducing costs for the Scheme;
- Looking for world-class solutions that will assist SAMWUMED Medical Scheme in managing the health profile of its members; and
- Searching for a trusted partner that satisfies the Scheme's operational and management needs.

2.2 Clarification / Queries

Any clarification required by a service provider regarding the meaning or interpretation of any part of the Terms of Reference or any other aspect concerning the RFT is to be requested in writing (e-mail) from procurement@samwumed.org. A reply will be forwarded within two (2) working days of receipt of the query. Telephonic requests for clarification will not be accepted. The answers to all the questions from service provider/s will be made available in writing to all the service providers who will have submitted questions.

2.3 Additional Information

No additional information may be received from any individual service provider without such information having been requested.

During the evaluation of the proposals, additional information/clarity may be requested in writing from service providers. Replies to such requests must be submitted, within 2 **(two) working days** or as otherwise indicated. Failure to comply may lead to your proposal being disregarded.

2.4 Confidentiality

The terms of the RFT, all other information provided to you by the Scheme in connection with the RFT, are to be treated as **strictly confidential** and proprietary to the Scheme. As such, these materials are to be used by you solely for the purpose of responding to this RFT.

The Scheme reserves the right to share information submitted in response to this RFT with the Stakeholders and any other party that the Scheme deems necessary.

The Scheme reserves the right to collate questions from participants to this RFT regarding this document and its contents and to share such questions and their respective answers, on an anonymous basis, with all other participants.

2.5 Submitting Proposals

SAMWUMED shall not be liable for any expenses incurred by service providers in the preparation and submission of a proposal.

An original version of the proposal **plus** six (6) hard copies must be submitted. All documents must be signed in ink, no Tippex is allowed. Only proposals that are submitted as **one (1) original and six (6) copies** will be accepted as valid and responsive.

The documents must be submitted to the following address, and clearly labelled as:

**The Compliance Officer
SAMWUMED Medical Scheme
Corner Lascelles and Trematon Streets
ATHLONE
CAPE TOWN**

No proposals will be accepted, under any circumstances, after the bid closing time. Service providers are therefore strongly advised to ensure that proposals are dispatched allowing enough time for any unforeseen events that may delay their delivery.

2.6 Warranty

All proposals should have a signed warranty attached confirming that:

- The factual data accompanying the proposal is accurate and correct;
- The factual data does not misrepresent the true position of the company;
- The signatory signing the proposal is authorised to sign on behalf of the company.

2.7 Contracting Terms

Nothing in this document shall be construed as a contract between the parties and no communication, whether verbal or written, by the Scheme's personnel or advisors during this process shall create such a contract in respect of the requirements specified in this RFT.

Potential service provider/s are expected to provide, if required, a copy of their **proposed contracts** as well as **service level agreements**, in respect of the services for which they are submitting a proposal. The Scheme reserves the right to amend the contract(s) based on inputs and negotiations with the successful service provider, and these changes will be discussed and agreed to between the Service Provider/s and the Scheme before final acceptance.

The envisioned contract term to the successful service provider(s) is for **three (3) years from the effective date**.

The Scheme reserves the right to enter negotiations with one or more service providers regarding any terms and conditions, including price(s), of a proposed contract.

The Scheme shall not be obliged to accept the lowest quotation, offer, or proposal.

Under no circumstances will negotiation with any service provider constitute an award or promise/undertaking to award the contract.

The Scheme also reserves the right to enter one contract with the successful service provider for all the required services or into more than one contract with different successful service providers for different services.

A contract will only be deemed to be concluded when reduced to writing in a formal document and Service Level Agreement (if necessary) signed by the designated responsible persons of both parties.

2.8 Access to information

Requests for information regarding the proposal process will be dealt with in line with the Scheme policy in this regard and relevant legislation.

2.9 Reasons for rejection

This RFT does not commit the Scheme to any course of action resulting from the receipt of proposals and the Scheme may, at its discretion reject any submission, or reject any proposal which does not conform to instructions and specifications which are contained herein or select a potential service provider based upon its own unique set of criteria.

The Scheme will disregard the proposal of any service provider if that provider, or any of its directors:

- Have committed proven fraud or any other improper conduct in relation to this procurement process, and/ or
- Have failed to perform on any previous contract for the Scheme and the proof exists.

The Scheme will not provide any formal justification for any decision that it takes.

2.10 Cancellation of the Procurement Process

SAMWUMED Medical Scheme reserves the right to postpone /cancel and/or terminate the procurement process at any stage, including after the Closing Date and/or after presentations have been made, and/or after proposals have been evaluated and/or after the successful service provider/s have been notified of their status provided that such cancellation or postponement takes place prior to entering into a contract with the successful service provider.

2.11 Timelines for the Procurement Process

The timelines for the procurement process are as indicated below.

Action	Timeline
Issue of RFT	2022/01/14
Microsoft Teams based Briefing session (11 AM)	2022/01/21

Action	Timeline
Click this Link to Access the Briefing Session	
Clarifying Questions Closing date (Close of business)	2022/01/25
Proposal Submission Date (15:00)	2022/01/31
Presentations (if required)	Bidders will be advised 2-3 days before the presentations take place

2.12 Validity of proposals

Unless indicated otherwise, the period during which the SAMWUMED Medical Scheme shall have the right to accept a proposal without any right of withdrawal on the part of the service provider/s shall be hundred and eighty (180) days from the submission date. After such a period a service provider/s may withdraw a proposal if not notified of its acceptance. Service Providers are not allowed to make any changes during the validity period.

2.13 Evaluation process

This RFT will be evaluated in line with the spirit or principles of the Preferential Procurement Policy Framework Act (PPPFA) as defined by the National Treasury.

Compliance to the minimum requirements specified in this Request for Tender will be examined to determine compliance with procurement requirements and conditions. Proposals with deviations from the stipulated minimum requirements/conditions will be disqualified and not considered further.

The evaluation of this tender will be done in seven (7) phases, namely:

- Phase 1: Gate keeping criteria
- Phase 2: Bid Conditions
- Phase 3: Written proposals
- Phase 4: Functionality – Minimum Requirements
- Phase 5: Commercial (Price and B-BBEE): 80/20 preferential point
- Phase 6: Presentations by the shortlisted service providers (top 3), if necessary
- Phase 7: Due diligence/ Site Visit, if necessary

a. Phase 1: Gate keeping

Proposals that fail to comply with the gate keeping criteria will not be evaluated further.

The bidder is to indicate in the following table where, in their bid response, they have addressed the respective matters.

i.1	Pricing Schedule	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> • Service Providers must complete the Pricing schedule in the format provided. • An all-inclusive and fully transparent cost structure is required. All costs related to the proposed Services are to be allowed for and incorporated in the Pricing Schedule and must be included as part of the response documentation. • Service Providers shall quote prices in South African Rand and Value Added Tax shall be excluded and shown separately. • Service Providers must indicate what portion of the total price will be allocated to each member of the JV or Consortium where the Service Providers is constituted of more than one member. • Where figures are referred to in numerals and in words and there is a conflict between the two, the words will prevail. • The successful Service Providers shall commit to the programme of continuous improvement, which will result in cost-efficiencies during the contract period. • Service Providers must warrant and indicate that the pricing quoted is free of any errors or omissions and that the Service Provider is able to deliver on the contract on the prices quoted. 	
iii	Experience in relation to the Service Offered	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> • Service providers should provide, as part of the submission, details of similar contracts where the full scope of similar Services are provided. • This detail should at least include the following: <ul style="list-style-type: none"> ○ Client name ○ Contact person, contact details, and contract duration ○ Size of the client. • NB: The details of at least two (2) previous and/ or existing clients of a similar size, should also be included as two (2) references will be contacted. 	
iv	Number of years in service	Page/ section of bid where matters have been addressed

	<ul style="list-style-type: none"> The service provider must have at least five (5) years of experience in servicing clients of a similar size with a similar solution scope as requested in this RFT. Proof must be provided. 	
v	Resources	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> The service provider must submit a staffing plan that includes the key roles as well as the size of the teams that would be required to supply these services to the scheme. The plan must also show skills and experience of the staff that would be put into key roles also which of the roles will be dedicated to SAMWUMED only and which will be shared. 	
vi	Approach	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> Describe and detail any parts of the proposed solution which may be outsourced to other providers and how this will be managed. Provide any results from member satisfaction surveys undertaken or industry reviews for similar contracts of the bidder. Describe how systems and controls will be managed and reviewed, inclusive of internal audit arrangements. Describe how quality assurance reviews will be performed objectively against performance by the Contractor. 	

It is important to note that an RFT response document submitted without the abovementioned requested information/documentation will be deemed to be non-responsive.

b. Phase 2: Bid Conditions

The bidder is to indicate in the following table where, in their bid response, they have addressed the respective matters.

i.	i.SARS Tax Clearance Certificate	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> A copy of the original valid Tax Clearance Certificate must be submitted. The Tax Clearance Certificate must be valid upon closing of the RFT process and the successful bidder must ensure that they maintain this status throughout the duration of the 	

	<p>contract.</p> <ul style="list-style-type: none"> The service provider/s must submit their unique personal identification number (pin) issued by SARS to enable SAMWUMED Medical Scheme to view the taxpayer's profile and tax status. 	
ii	Claim in terms of the B-BBEE Act and Codes of Good Practice	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> Service providers must provide proof, in the form of a certificate, of their level contributor status in terms of the B-BBEE Act and the Codes of Good Practice. Such certificate must be issued by a South African National Accreditation System (SANAS) accredited B-BBEE verification agency. If a party to the proposal is not a large enterprise as defined in the Codes, it may provide proof of its status, by submitting a sworn affidavit (only in terms of the new Codes of Good Practice). The name of the proposing entity must appear on the certificate and the certificate(s) must be valid as at the date and time of the closing of the RFT and be maintained throughout the contract period. 	
iii	Declaration of Interest	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> The proposing entity must complete, sign, and return the Declaration of Interest form attached to this RFT document 	
iv.	Service Level Agreements	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> Service providers should submit a proposed draft SLA for the services proposed. 	
v	Company Registration	Page/ section of bid where matters have been addressed
	<ul style="list-style-type: none"> Service provider/s must submit their company registration number to confirm the number of years they have been registered for. 	

c. Phase 3: Written proposals (Format of Proposals)

Service provider/s are advised that their proposals must be written in English and simply presented. Service providers are required to provide detailed responses on the information required in Part 3 of this RFT document as part of their RFT response documentation. Failure to submit detailed responses will deem the service provider's submission non-responsive and will not be further evaluated.

d. Phase 4: Functionality

Service providers will need to meet the minimum specification requirements as outlined in the table below.

The table outlines minimum specification requirements for three types of laptop / notebook computers, namely:

1. Standard specification machine for information workers.
2. High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance.
3. High Spec Machine for Specialized Workers with disability: visual impairment.

For each of the above-mentioned type of laptop / notebook, prospective bidders need to comply with the minimum specifications listed under the following categories:

1. Memory, Processing & Storage Configuration.
2. Security Configuration.
3. Network Configuration.
4. Battery Configuration.
5. Display Configuration.
6. Managed Services
7. Software

Failure to meet any of the listed minimum requirements will automatically disqualify a bidder from further participation. Bidders who meet the minimum requirements will be evaluated on Commercial (Price and B-BBEE). The table is summarized from information provided in Part Three of this RFT.

The bidder is to indicate in the table attached as Annexure 3 whether they comply with the minimum requirements by ticking the applicable checkbox.

Category Criteria	Minimum Requirement	Comply?
Memory, Processing & Storage Configuration.	<u>Standard spec machine for information workers:</u>	
	1. 11th Gen Intel i5 EVO Core vPro Processors and Intel® Iris® Xe graphics.	<input type="checkbox"/>
	2. Processor: Minimum 2 Gigahertz (GHz) or faster with Four or more cores on a compatible 64-bit processor.	<input type="checkbox"/>
	3. RAM: 16 gigabytes (GB) with empty slots to allow upgrades.	<input type="checkbox"/>
	4. Storage: 256GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.	<input type="checkbox"/>
	5. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.	<input type="checkbox"/>
	6. Backlight Keyboard	<input type="checkbox"/>

Category Criteria	Minimum Requirement	Comply?
	<p>7. Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.</p> <p>8. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port.</p> <p>9. Microsoft AutoPilot Compatible.</p> <p>10. Windows 11 certified through the Windows Hardware Compatibility Program.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<p><u>High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance</u></p>	<input type="checkbox"/>
	<p>1. 11th Gen Intel i7 EVO Core vPro Processor and Graphics Processing Unit.</p> <p>2. Processor: Minimum 3 Gigahertz (GHz) or faster with four or more cores on a compatible 64-bit processor.</p> <p>3. RAM: 32 gigabytes (GB) with empty slots to allow upgrades.</p>	<input type="checkbox"/> <input type="checkbox"/>
	<p>4. Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.</p> <p>5. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.</p> <p>6. Backlight Keyboard</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<p>7. Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.</p> <p>8. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port.</p> <p>9. Microsoft AutoPilot Compatible.</p> <p>10. Windows 11 certified through the Windows Hardware Compatibility Program.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<p><u>High Spec Machine for Specialized Workers with disability: visual impairment</u></p>	<input type="checkbox"/>
	<p>1. 11th Gen Intel i7 EVO Core vPro Processor and Graphics Processing Unit.</p> <p>2. Processor: Minimum 3 Gigahertz (GHz) or faster with four or more cores on a compatible 64-bit processor.</p> <p>3. RAM: 32 gigabytes (GB) with empty slots to allow upgrades.</p>	<input type="checkbox"/> <input type="checkbox"/>
	<p>4. Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.</p> <p>5. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.</p> <p>6. Backlight Keyboard</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<p>7. Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.</p> <p>8. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port.</p>	<input type="checkbox"/>

Category Criteria	Minimum Requirement	Comply?
	3. Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities. (1) 4. Windows Hello compatible Fingerprint Reader. (1) 5. Windows Hello compatible Camera. (1) 6. Kensington Security Lock Slot Port. (1)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Network Configuration	<p><u>Standard spec machine for information users:</u></p> 1. Wi-Fi 6E and Required new WLAN IHV hardware and driver. 2. 5G Internal Modem. 3. RJ45 Network Port. <p><u>High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance</u></p> 1. Wi-Fi 6E and Required new WLAN IHV hardware and driver. 2. 5G Internal Modem. 3. RJ45 Network Port. <p><u>High Spec Machine for Specialized Workers with disability: visual impairment</u></p> 1. Wi-Fi 6E and Required new WLAN IHV hardware and driver. 2. 5G Internal Modem. 3. RJ45 Network Port.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Battery Configuration	<p><u>Standard spec machine for information users:</u></p> 1. Must provide 9 or more hours of real-world battery life (on laptops with a FHD display) and must be able to charge quickly over USB-C (4+ hours of battery life in under 30 minutes of charging) <p><u>High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance</u></p>	<input type="checkbox"/>

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

- P_s = points scored for price/ price component by bid/proposal under consideration
- P_{\min} = lowest acceptable price/ price component of bid/proposal
- P_t = price/ price for that component of bid/proposal under consideration

The score for B-BBEE will be determined as follows:

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

f. Phase 6: Presentations

The Scheme reserves the right to call any shortlisted service provider/s for a presentation regarding any terms and conditions of the bidder's response to the RFT. Presentations may form part of the evaluation process through which the proposed offer will be assessed and could be used to clarify certain aspects of the proposal submitted. Under no circumstances will a presentation by any respondent constitute an award or promise/ undertaking to award the contract.

g. Phase 7: Due Diligence/ Site Visit

The Scheme reserves the right to do a site visit to the top 3 shortlisted service provider/s to verify information submitted.

PART 3: TERMS OF REFERENCE FOR REQUEST FOR TENDER

The following information must be submitted as a detailed response to the Terms of Reference questions below. Failure to provide all the required information will be deemed unresponsive.

1. Minimum Required Services / Goods

The following describes the minimum services or goods provision per main service area, required by the Scheme.

- **Onsite Device as a Service Solution that includes the provision, configuration, deployment, and management of Notebook computers.**
- **Provisioning of devices must be based on a monthly consumption analysis and on a fixed price “pay per use” basis.**
- **The contract term will be for 36 Months.**

Devices covered under this agreement must adhere to the following specifications:

HARDWARE

Standard Spec Machine for Information Workers:

- 11th Gen Intel i5 EVO Core vPro Processors and Intel® Iris® Xe graphics.
- Processor: Minimum 2 Gigahertz (GHz) or faster with Four or more cores on a compatible 64-bit processor.
- RAM: 16 gigabytes (GB) with empty slots to allow upgrades.
- Storage: 256GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.
- Graphics card: Compatible with DirectX 12 or later, with a WDDM 2.0 driver. Intel® Iris® Xe graphics
- System firmware: UEFI, Secure Boot capable.
- TPM: Trusted Platform Module (TPM) version 2.0.
- Display: High definition (1080p) touch Display with IPS, 13” or 14” monitor, 8 bits per color channel, Anti-Glare.
- Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.
- Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities.
- Windows Hello compatible Fingerprint Reader
- Windows Hello compatible Camera
- Backlight Keyboard
- Wi-Fi 6E and Required new WLAN IHV hardware and driver.
- Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.
- 5G Internal Modem

- Thunderbolt 4 Port and USB C Ports and HDMI
- Headphone /Mic Combo Port
- RJ45 Network Port
- Kensington Security Lock Slot Port
- Microsoft AutoPilot Compatible
- Windows 11 certified through the Windows Hardware Compatibility Program
- Must provide 9 or more hours of real-world battery life (on laptops with a FHD display) and must be able to charge quickly over USB-C (4+ hours of battery life in under 30 minutes of charging)

High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance.

- 11th Gen Intel i7 EVO Core vPro Processor and Graphics Processing Unit.
- Processor: Minimum 3 Gigahertz (GHz) or faster with four or more cores on a compatible 64-bit processor.
- RAM: 32 gigabytes (GB) with empty slots to allow upgrades.
- Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.
- Graphics card: Compatible with DirectX 12 or later, with a WDDM 2.0 driver. Nvidia Graphics Processing Unit.
- System firmware: UEFI, Secure Boot capable.
- TPM: Trusted Platform Module (TPM) version 2.0.
- Display: High definition (1080p) Touch Display with IPS, 13" or 14" monitor, 8 bits per color channel, Anti-Glare.
- Client Hyper-V requires a processor with second level address translation (SLAT) capabilities. Supports virtualization-based security (VBS)
- Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities.
- Windows Hello compatible Fingerprint Reader
- Windows Hello compatible Camera
- Windows Inking Digital Pen
- Backlight Keyboard
- Wi-Fi 6E and Required new WLAN IHV hardware and driver.
- Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.
- 5G Internal Modem
- Thunderbolt 4 Port and USB C Ports and HDMI
- Headphone /Mic Combo Port
- RJ45 Network Port
- Kensington Security Lock Slot Port
- Microsoft AutoPilot Compatible
- Windows 11 certified through the Windows Hardware Compatibility Program
- Must provide 9 or more hours of real-world battery life (on laptops with a FHD display) and must be able to charge quickly over USB-C (4+ hours of battery life in under 30 minutes of charging)

High Spec Machine for Specialized Workers with Disability, Visual Impairment:

- 11th Gen Intel i7 EVO Core vPro Processors and Graphics Processing Unit.
- Processor: Minimum 3 Gigahertz (GHz) faster with Four or more cores on a compatible 64-bit processor.
- RAM: 32 gigabytes (GB) with empty slots to allow upgrades.
- Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.
- Graphics card: Compatible with DirectX 12 or later, with a WDDM 2.0 driver. Nvidia Graphics Processing Unit.
- System firmware: UEFI, Secure Boot capable.
- TPM: Trusted Platform Module (TPM) version 2.0.
- Display: (4K) Touch Display with IPS, 17" monitor, 8 bits per color channel, Anti-Glare.
- Client Hyper-V requires a processor with second level address translation (SLAT) capabilities. Supports virtualization-based security (VBS)
- Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities.
- Windows Hello compatible Fingerprint Reader
- Windows Hello compatible Camera
- Windows Inking Digital Pen
- Backlight Keyboard
- Wi-Fi 6E and Required new WLAN IHV hardware and driver.
- Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.
- 5G Internal Modem
- Thunderbolt 4 Port and USB C Ports and HDMI
- Headphone /Mic Combo Port
- RJ45 Network Port
- Kensington Security Lock Slot Port
- Microsoft AutoPilot Compatible
- Windows 11 certified through the Windows Hardware Compatibility Program
- Must provide 9 or more hours of real-world battery life (on laptops with a FHD display) and must be able to charge quickly over USB-C (4+ hours of battery life in under 30 minutes of charging)

SOFTWARE

- Windows 11 Pro Software License per Device
- Microsoft AutoPilot Compatible
- Preload Type Client Image (Preload)
- Preload Operating System Windows 11 Pro 64 Bit License (OEM)
- Configuration and Deployment of Client Image

QUANTITY OF DEVICES

QUANTITY

• Standard Spec Machine for Information Workers	89
• High Spec Machine for Specialized Workers	2
• Visual Impaired High Spec Machine for Specialized Disabled Workers	1
• Bluetooth Mouse supporting Single Battery & Low power consumption.	92
• LAPTOP BACKPACK	92
• KENSINGTON LOCKS	92
• 24" IPS Anti-Glare LED Monitor	As needed (Quote per unit)

REQUIRED SERVICES

- The successful bidder must configure and setup Microsoft AutoPilot in the SAMWUMED environment prior to device deployment and prepare 2 base images (Office 365 Licenses will be provide by SAMWUMED).
- The successful bidder must be able to provide a next-business-day onsite repair or replacement of faulty hardware with parts prioritization and with configuration of replacement devices using Microsoft AutoPilot at the SAMWUMED Head Office in Athlone and at all SAMWUMED Regional Offices in Polokwane, Tshwane, Durban and East London. Future Regional Office in South Africa to be included and should be accommodated within the contractual period.
- Solution should include insurance cover for all the specified devices with no excess.
- The service provider must provide a commercial web-based portal to access install base details, service ticket status and a standard suite of reports to help manage the solution.
- The successful bidder must deploy centralized encryption and device tracking capability with the ability to perform remote data wiping.
- The successful bidder must format devices upon termination of the agreement or when devices are replaced and issue a certificate of compliance in each case.
- The successful bidder must provide a premier support service to SAMWUMED with a single point of contact for end-to-end case & escalation management, technical account managers for proactive relationship and pro-active escalation management.

2. Additional Information & Other Considerations

The service provider must complete and submit the attached pricing schedule based on the following criteria:

- The service provider's pricing schedule must match the services for which they are tendering.
- The pricing schedule applies to SAMWUMED Medical Scheme options included in this RFT:
 - Fees quoted MUST be valid at time of submission 2022/01/31.
 - Fees quoted MUST remain fixed for 180 days 2022/03/01 2025/02/28
 - Increases will be stipulated and agreed to in the contract. Should the contract still proceed after the first year, the fees and rates for the subsequent years shall be adjusted in accordance with the annual average CPI as at October of each year as per Statistical Release P0141, Table B Such adjusted fee and rate shall then be fixed for the following calendar year.
- The fees quoted must provide a breakdown per service or goods offering.

- Fees quoted MUST be all-inclusive for the services or goods as described in the sub-services as defined in the scope of the Terms of Reference as per Part 3 of this document.

ANNEXURE 1: Declaration of Interest for Proposing Entity

DECLARATION OF INTEREST FOR BIDDING ENTITY

To be completed by the person authorized to commit the service provider.

Interest is declared on behalf of the service provider.

1. It is required that the service provider or his/her authorized representative declare his/her position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest, where:
 - ☐ the service provider is employed by SAMWUMED Medical Scheme and/or
 - ☐ the service provider is a management or board member of the SAMWUMED Medical Scheme; and/or
 - ☐ the legal person on whose behalf the proposal document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the proposal(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the proposal.
2. In order to give effect to the above, the following questionnaire must be completed and submitted with the proposal.
 - 2.1. Are you or any person connected with your company, employed by SAMWUMED Medical Scheme YES/NO
 - 2.1.2 If so, state particulars.

 - 2.2. Does your company, or any person connected with your company, have any relationship (family, friend, other) with a person employed by SAMWUMED Medical Scheme in the evaluation and or adjudication (Trustees) of this proposal? YES/NO
 - 2.2.1 If so, state particulars.

 - 2.3. Are you, or any person connected with your company aware of any relationship (family, friend, other) between the service provider and any person employed by SAMWUMED YES/NO

Medical Scheme who may be involved with the evaluation and or adjudication of this proposal?

2.3.1 If so, state particulars.

3. **ADDITIONAL INFORMATION**

3.1. Service providers are to submit the ownership structure of the responding entity

DECLARATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 TO 3 ABOVE IS CORRECT

I ACCEPT THAT SAMWUMED MEDICAL SCHEME MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 TO 3 ABOVE IS CORRECT

Signature

Date

Position

Name of Service provider

ANNEXURE 2: Pricing Schedule

1. Pricing per unit quoted must include all services and software listed under specification requirements in Section 3 of this RFT.
2. Pricing per unit quoted must include insurance as well as VAT.
3. Pricing escalation per annum should not be more than projected CPIX.

Unit Description	Number Required	YEAR 1 Price Per Unit per month Incl. VAT	% Escalation	YEAR 2 Price Per Unit per month Incl. VAT	% Escalation	YEAR 3 Price Per Unit per month Incl. VAT
1. Standard Spec Machine for Information Workers	89					
2. High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance.	2					
3. High Spec Machine for Specialized Workers with Disability, Visual Impairment:	1					
4. Bluetooth Mouse supporting Single Battery & Low power consumption.	92					
5. Laptop Backpack	92					
6. Kensington Locks	92					
7. 24" IPS Anti-Glare LED Monitor	As required					

ANNEXURE 3: Declaration of meeting Minimum Requirements

We hereby declare that we meet the following minimum requirements as specified in this bid document.

Category Criteria	Minimum Requirement	Comply?
Memory, Processing & Storage Configuration.	<u>Standard spec machine for information workers:</u>	
	1. 11th Gen Intel i5 EVO Core vPro Processors and Intel® Iris® Xe graphics.	<input type="checkbox"/>
	2. Processor: Minimum 2 Gigahertz (GHz) or faster with Four or more cores on a compatible 64-bit processor.	<input type="checkbox"/>
	3. RAM: 16 gigabytes (GB) with empty slots to allow upgrades.	<input type="checkbox"/>
	4. Storage: 256GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.	<input type="checkbox"/>
	5. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.	<input type="checkbox"/>
	6. Backlight Keyboard	<input type="checkbox"/>
	7. Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.	<input type="checkbox"/>
	8. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port.	<input type="checkbox"/>
	9. Microsoft AutoPilot Compatible.	<input type="checkbox"/>
	10. Windows 11 certified through the Windows Hardware Compatibility Program.	<input type="checkbox"/>
	<u>High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance</u>	
	1. 11th Gen Intel i7 EVO Core vPro Processor and Graphics Processing Unit.	<input type="checkbox"/>
	2. Processor: Minimum 3 Gigahertz (GHz) or faster with four or more cores on a compatible 64-bit processor.	<input type="checkbox"/>
	3. RAM: 32 gigabytes (GB) wit empty slots to allow upgrades.	<input type="checkbox"/>
	4. Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11.	<input type="checkbox"/>
	5. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities.	<input type="checkbox"/>
	6. Backlight Keyboard	<input type="checkbox"/>
	7. Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct.	<input type="checkbox"/>
	8. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port.	<input type="checkbox"/>
	9. Microsoft AutoPilot Compatible.	<input type="checkbox"/>
	10.Windows 11 certified through the Windows Hardware Compatibility Program.	<input type="checkbox"/>
	<u>High Spec Machine for Specialized Workers with disability: visual impairment</u>	

Category Criteria	Minimum Requirement	Comply?
	<ol style="list-style-type: none"> 11th Gen Intel i7 EVO Core vPro Processor and Graphics Processing Unit. Processor: Minimum 3 Gigahertz (GHz) or faster with four or more cores on a compatible 64-bit processor. RAM: 32 gigabytes (GB) with empty slots to allow upgrades. Storage: 512GB M.2 NVME Solid State Hard Drive available storage is required to install Windows 11. Client Hyper-V requires a processor with second level address translation (SLAT) capabilities. Backlight Keyboard Windows Projection requires a display adapter which supports Windows Display Driver Model (WDDM) 2.0 and a Wi-Fi adapter that supports Wi-Fi Direct. Thunderbolt 4 Port and USB C Ports and HDMI & Headphone /Mic Combo Port. Microsoft AutoPilot Compatible. Windows 11 certified through the Windows Hardware Compatibility Program. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Security Configuration	<p><u>Standard spec machine for information users:</u></p> <ol style="list-style-type: none"> System firmware: UEFI, Secure Boot capable. TPM: Trusted Platform Module (TPM) version 2.0. Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities. Windows Hello compatible Fingerprint Reader. Windows Hello compatible Camera. Kensington Security Lock Slot Port. <p><u>High Spec Machine for Specialized Workers: Graphics Designer, Business Intelligence, Finance</u></p> <ol style="list-style-type: none"> System firmware: UEFI, Secure Boot capable. TPM: Trusted Platform Module (TPM) version 2.0. Windows Hello Two-factor Authentication requires use of PIN, biometric (fingerprint reader or illuminated infrared camera), or a phone with Wi-Fi or Bluetooth capabilities. Windows Hello compatible Fingerprint Reader. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

