



# health

Department:  
Health  
REPUBLIC OF SOUTH AFRICA

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Enquiries: [tenders@health.gov.za](mailto:tenders@health.gov.za)

Ref: NDOH73/2019-2020

**NDOH73/2019-2020: SUPPLY AND DELIVERY OF TABLEAU SOFTWARE LICENCE TO THE NATIONAL DEPARTMENT OF HEALTH: AFFORDABLE MEDICINES DIRECTORATE (AMD) RENEWABLE FOR A PERIOD OF THREE YEARS**

1. The attached contract circular is for your information.
2. This contract will be subject to the General Conditions of Contract issued in accordance with Chapter 16A of the Treasury Regulations published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Requirements and Conditions of Contract are supplementary to the General Conditions of Contract. Where, however, the Special Requirements and Conditions of Contract are in conflict with the General Conditions of the Contract, the Special Requirements and Conditions of Contract will prevail.
3. The bid price offered applies to the product specified e.g. price per single license inclusive of VAT.
4. Please note that a grace period of 14 days after expiry of any Tableau license during the contract period must be granted.
5. All prices are inclusive of 15 % VAT.
6. Contact details of Blue Turtle Technologies (Pty) Ltd, Supplier Code: MAAA0019678:

Postal Address	Contact Persons	Telephone / Cell phone Number	E-mail
P O Box 31331 KYALAMI 1684	Marius Nauhaus	(011) 206 5600 082 497 2884	mariusn@blueturtle.co.za
	Tembinkosi Gumede	(011) 206 5600 076 083 5151	tembinkosig@blueturtle.co.za

*K Jamaloodien*  
**K JAMALOODIEN**  
**DIRECTOR: AFFORDABLE MEDICINES**  
**For: DIRECTOR-GENERAL:**  
**HEALTH**  
DATE 6/ July/ 2020

Licence Type	Price Per Licence	Year	Renewal Date	Qty	Grace Period after expiry	Registered Legal Name of Bidder	Delivered price in ZAR (VAT Incl.)	Registered Product Name	B-BBEE points	Points for price	Total Score
Tableau Creator Licence	Each	YEAR 1	29-Nov-20	2	14	Blue Turtle Technologies (Pty) Ltd	R7,998.29	Tableau Creator	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 1	1-Jul-20	200	14	Blue Turtle Technologies (Pty) Ltd	R2,340.96	Tableau Viewer	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 1	9-Sep-20	20	14	Blue Turtle Technologies (Pty) Ltd	R1,885.78	Tableau Viewer	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 1	13-Sep-20	10	14	Blue Turtle Technologies (Pty) Ltd	R1,869.52	Tableau Viewer	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 1	29-Nov-20	60	14	Blue Turtle Technologies (Pty) Ltd	R1,365.56	Tableau Viewer	20	80.00	100.00
Tableau Creator Licence	Each	YEAR 2	1-Jul-21	2	14	Blue Turtle Technologies (Pty) Ltd	R13,655.61	Tableau Creator	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 2	1-Jul-21	290	14	Blue Turtle Technologies (Pty) Ltd	R2,340.96	Tableau Viewer	20	80.00	100.00
Tableau Creator Licence	Each	YEAR 3	1-Jul-22	2	14	Blue Turtle Technologies (Pty) Ltd	R13,655.61	Tableau Creator	20	80.00	100.00
Tableau Viewer Licence	Each	YEAR 3	1-Jul-22	290	14	Blue Turtle Technologies (Pty) Ltd	R2,340.96	Tableau Viewer	20	80.00	100.00



## SPECIAL REQUIREMENTS AND CONDITIONS OF CONTRACT

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NDOH73/2019-2020

SUPPLY AND DELIVERY OF TABLEAU SOFTWARE LICENCES TO THE NATIONAL  
DEPARTMENT OF HEALTH: AFFORDABLE MEDICINES DIRECTORATE (AMD)  
RENEWABLE FOR A PERIOD OF THREE YEARS

CLOSING DATE AND TIME OF BID:

30 APRIL 2020 AT 11:00 (21 DAYS)



Supply and Delivery of Tableau Software Licences to the National Department of Health:  
Affordable Medicines Directorate renewable for a Period of Three Years

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## ABBREVIATIONS

BAC	: Bid Adjudication Committee
B-BBEE	: Broad-Based Black Economic Empowerment
CPA	: Contract Price Adjustment
CSD	: Central Supplier Database
EME	: Exempted Micro Enterprise
NDoH	: National Department of Health
PPPFA	: Preferential Procurement Policy Framework Act
QSE	: Qualifying Small Enterprise
RoE	: Rate of Exchange
SARS	: South African Revenue Service
SBD	: Standard Bidding Document
VAT	: Value- Added Tax



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### BID DOCUMENT CHECK LIST

All bid documents listed below must be sorted, filed and submitted in the **exact order** as indicated below. Submission of bid documents is compulsory, unless it's not applicable and indicated as such in the "N/A" column.

**All bid documents must be signed.**

Bidders not complying to any of the requirements may be deemed to be non-responsive and will not be considered for evaluation.

ORDER	DOCUMENT NAME	N/A	YES	NO
1	SBD 1: Invitation to bid			
2	Tax compliance status pin			
3	SBD 4: Declaration of interest			
4	PBD9: Directors: Categorisation by race, gender and disability			
5	SBD5: The National Industrial Participation Programme			
6	SBD 6(1): Preference Points Claimed (B-BBEE)			
7	<b><u>Certified copy</u></b> of a valid a B-BBEE certificate or a Sworn Affidavit to claim preference points			
8	SBD 8: Declaration of Past SCM Practices			
9	SBD 9: Certificate of Independent Bid Determination			
10	PBD 4.1: Contact Details of Bidder			
11	<b>Signed</b> Excel Bid Response Document containing the Pricing Schedule			
12	A certified copy of the latest updated CSD report. <b>Note: A CSD summary report will not be accepted.</b>			

The bid document check list is available as Annexure A in an excel spreadsheet format and should be completed by all bidders and be submitted in hard copy and as part of the electronic copies part of "Set 3: Electronic version of bid documents"



## SECTION A

### 1. LEGISLATIVE AND REGULATORY FRAMEWORK

This bidding process, and all contracts emanating therefrom, will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Requirements and Conditions of Contract are supplementary to the General Conditions of Contract. Where the Special Requirements and Conditions of Contract are in conflict with the General Conditions of Contract, the Special Requirements and Conditions of Contract will prevail.

### 2. BID INFORMATION SESSION

This bid is done through a closed bid process therefore no briefing session will be held.

### 3. EVALUATION CRITERIA

The evaluation process will be conducted in phases as follows:

Phase I	Phase II	Phase III	Phase IV
Mandatory and other bid requirements	Product compliance	Price and B-BBEE	Recommendation and Award
Compliance with mandatory and other bid requirements	Compliance with specifications	Bids evaluated in terms of the 80/20 preference system	Recommendation and award



### **3.1 PHASE I: MANDATORY REQUIREMENTS**

Bidders must submit all required documents indicated above with the bid documents at the closing date and time of the bid. During this evaluation phase, bidder's responses will be evaluated based on the documents submitted under mandatory requirements. This phase is not scored and bidders who fail to comply with all mandatory requirements will be disqualified.

#### **3.1.1 RESPONSIVE BIDS**

Bidders are required to submit responsive bids by completing all the prices in the Excel Bid Response Document and response.

#### **3.1.2 BID DOCUMENTS**

Bidders are required to submit responsive bids by completing all the prices, mandatory response fields and item questionnaires.

The excel bid response documents i.e pricing schedule and Directors: Categorisation of race, gender and disability provided, forms an integral part of the bid document and bidders must ensure that it is completed without changing the structure thereof. All pages must be signed, if not, your bid will not be considered for evaluation.

The prices quoted must be furnished as all inclusive (incl. VAT) on the basis of supply and delivery.

The bid price offered for a product is deemed to be for one (1) licence as advertised in the item specification and the bid response document



### 3.1.3 TAX COMPLIANCE STATUS

The validity of the Tax Clearance Certificate issued by the South African Revenue Services (SARS) certifying that the tax status of the bidder is in order, will be verified against the information recorded in the Central Supplier Database (CSD).

It is a condition of this bid that the tax matters of the bidder be in order at any point in time, or that satisfactory arrangements have been made with SARS to meet the bidder's tax obligations.

It is a requirement that bidders grant a written confirmation when submitting this bid that SARS may, on an on-going basis during the tenure of the contract, disclose the bidder's tax compliance status and, by submitting this bid, such confirmation is deemed to have been granted.

Bidders are required to be registered on the CSD managed by National Treasury. The National Department of Health shall verify the bidder's tax compliance status through the CSD. Where consortia/joint ventures/sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database. Bidders remain responsible to update their CSD information in line with the bid documents submitted for this bid.

## 4. PHASE II: PRODUCT COMPLIANCE

### 4.1 COMPLIANCE WITH SPECIFICATIONS

Offers must comply with the specification as detailed in the bid document.



## 5. PHASE IV: PREFERENCE POINT SYSTEM

### 5.1 A MAXIMUM OF 80 OR 90 POINTS IS ALLOCATED FOR PRICE ON THE FOLLOWING BASIS:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- $P_s$  = Points scored for price of bid under consideration  
 $P_t$  = Price of bid under consideration  
 $P_{\min}$  = Price of lowest acceptable bid

### 5.2 POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

For this tender, the 80/20 preference point system will be applied.

- Bidders are required to complete the preference claim form (SBD 6.1), and submit a valid certified copy of B-BBEE status level verification certificate, at the closing date and time of the bid in order to claim the B-BBEE status level point.
- The points scored by a bidder in respect of the level of B-BBEE contribution will be added to the points scored for price.



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- Only bidders who have completed and signed the declaration part of the preference claim form and who have submitted a B-BBEE status level certificate issued by a registered auditor, accounting officer (as contemplated in section 60(4) of the Close Corporation Act, 1984 (Act No. 69 of 1984)) or an accredited verification agency will be considered for preference points.
- If the bidder fails to comply with the paragraphs above, the bidder will be deemed not to have claimed preference points for B-BBEE status level of contribution and will therefore be allocated a zero (0). The National Department of Health may, before a bid is adjudicated or at any time, require a bidder to substantiate claims it has made with regard to preference claimed. The points scored will be rounded off to the nearest two (2) decimals. In the event that two (2) or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of preference points for B-BBEE.

#### 6. VALUE ADDED TAX

All bid prices must be inclusive of 15% Value-Added Tax. Failure to comply with this condition will invalidate the bid.

#### 7. SUBMISSION OF BIDS

All bid documents listed below must be sorted, filed and submitted in the exact order as indicated below.

Submission of bid documents is compulsory, unless it's not applicable and indicated as such in the "N/A" column.

**All bid documents must be signed.**

Bidders not complying to any of the requirements may deemed to be non-responsive and will not be considered for evaluation.

ORDER	DOCUMENT NAME	N/A	YES	NO
1	SBD 1: Invitation to bid			
2	Tax compliance status pin			
3	SBD 4: Declaration of interest			



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ORDER	DOCUMENT NAME	N/A	YES	NO
4	PBD9: Directors: Categorization by race, gender and disability			
5	SBD5: The National Industrial Participation Programme			
6	SBD 6(1): Preference Points Claimed (B-BBEE)			
7	<b>Certified copy</b> of a valid a B-BBEE certificate or a Sworn Affidavit to claim preference points			
8	SBD 8: Declaration of Past SCM Practices			
9	SBD 9: Certificate of Independent Bid Determination			
10	PBD 4.1: Contact Details of Bidder			
11	<b>Signed</b> Excel Bid Response Document containing the Pricing Schedule			
12	A certified copy of the latest updated CSD report. <b>Note: A CSD summary report will not be accepted.</b>			

#### 8. COMPLETION OF DOCUMENTS AND BID SUBMISSION

Bidders are required to submit two (2) sets of bid documents according to the instructions below. All sets must be submitted not later than the closing date and time. Set 2 must be included on a CD with Set 1 and submitted in a sealed package. The full name and address of the bidder, including the return address, the bid number and the closing date must be clearly indicated on the package. All fields must be completed. Where information requested is not relevant this should be indicated with N/A.

##### **Set 1: Hard copy legally binding bid documents**

Bidders must complete all SBD, PBD and Excel Bid Response forms in black ink, typed. Where no electronic entry field is provided bidders must complete the forms in black ink, handwritten in capital letters. The signed hard copy of the bid document will serve as the legal bid document.

Bidders must submit their complete bid in hard copy format (paper document). The Chief Executive Officer, Chief Financial Officer, or authorised designee of the entity submitting the bid must sign the official signature pages.



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All pages in the complete bid document must be initialed by same with black ink. The use of correction fluid is not acceptable. Any change/s must be clearly indicated and initialed.

As the National Department of Health complies with the regulations made under the Disaster Management Act, 2002, published in the Gazette 18 March 2020 no public bid opening will be held. Should the lock down still be in effect at closing date of the bid, you will be allowed to e-mail a completed scanned PFD bid document to mandie.coetzee@health.gov.za not later than the closing date and time of the bid i.e. 30 April 2020 at 11:00. Once the lock down has been lifted, you will be requested to submit the bid documents as stated in the paragraph above

**Set 2: Electronic version of bid documents**

Bidders must submit the electronic version of the Excl Bid Response Document and other relevant spreadsheets in Excel (not pdf).

All sets of information must be submitted in order for the bid to be evaluated.

Ensure that the bid price is offered for the product as specified.

**9. LATE BIDS**

Bids received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and, where practical, be returned unopened to the bidder.

**10. COUNTER CONDITIONS**

Bidders' attention is drawn to the fact that amendments to any of the bid conditions or setting of counter conditions by bidders may result in the invalidation of such bids.

**11. FRONTING**

The National Department of Health supports the spirit of broad based black economic empowerment and recognises that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background, the National Department of Health condemns any form of fronting.

The National Department of Health, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the



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accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the bidder/contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification, may invalidate the bid/ contract and may also result in the restriction of the bidder/contractor to conduct business with the public sector for a period not exceeding 10 years, in addition to any other remedies the National Treasury may have against the bidder/contractor concerned.

## 12. COMMUNICATION

The National Department of Health, may communicate with bidders where clarity is sought after the closing date and time of the bid and prior to the award of the contract, or to extend the validity period of the bid, if necessary. Any communication to any government official or a person acting in an advisory capacity for the National Department of Health in respect of this bid between the closing date and the award of the bid by the bidder is discouraged.

All communication between the bidder and the National Department of Health, must be done in writing.

## 13. CONTACT DETAILS

### Postal address

Directorate: Affordable Medicines  
Private Bag X828  
**PRETORIA**  
0001

### Physical address

Directorate: Affordable Medicines  
Civitas Building  
242 Struben Street  
Cnr Thabo Sehume Street  
**Pretoria**  
0002

Please use the following e-mail address for any queries relating to bidding process:

- [tenders@health.gov.za](mailto:tenders@health.gov.za)



## SECTION B

### 14. CONTRACT PERIOD

The contract shall be for a period of 3 (three) years, starting on 1 July 2020 and ending 30 June 2023.

### 15. PARTICIPATING AUTHORITY

National Department of Health

### 16. POST AWARD PARTICIPATION

Regulation 16A6.6 of the Treasury Regulations for Departments, Trading Entities, Constitutional Entities and Public Entities, issued in terms of the Public Finance Management Act, 1999, (Act 1 of 1999), states that the Accounting Officer/Accounting Authority may, on behalf of a department, constitutional institution or public entity, request to participate in any contract arranged by means of a competitive bidding process by any organ of state, subject to the written approval of such organ of state and the relevant contractors.

### 17. AWARD CONDITIONS

- The National Department of Health reserves the right not to award;
- The National Department of Health reserves the right to negotiate prices;
- In cases where the bid does not achieve the most economically advantageous price, the National Department of Health reserves the right not to award.
- Bidders must give at least a grace period after expiry of at least 14 calendar days.

### 18. NEGOTIATIONS

The National Department of Health reserves the right to negotiate with the bidders prior to award and with the successful bidder(s) post award.



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**19. NON-COMMITMENT**

The National Department of Health reserves the right not to award, to award in part, or in full.

The right is also reserved to withdraw or amend any of the bid conditions, by notice, in writing to all bidders prior to closing of the bid and post award.

In the event that an incorrect award has been made, the National Department of Health reserves the right to remedy the matter in any manner it may deem fit.

**20. PRICE QUALIFICATION**

- Bidders must quote a final price inclusive Value Added Tax (VAT).
- If price is exclusive of VAT, submitted bid will be deemed non-responsive.
- Prices submitted for this bid will be regarded as non-firm.

**21. PRICE REVIEW**

The National Department of Health envisages an annual price review process for the duration of this contract to mitigate foreign exchange fluctuations.

**21.1 PRICE ADJUSTMENTS RELATING TO FOREIGN EXCHANGE RISK**

Only the portion of the bid price facing foreign exchange risk will be adjusted.

Adjustments are always calculated using the original awarded contracted price as the base.

Price adjustments relating to foreign exchange will be based on the percentage change between the relevant base average rate of exchange (RoE) and an adjustment average RoE.

Rates are sourced from the Reserve Bank ([www.resbank.co.za](http://www.resbank.co.za)).

Base average RoE for this tender will be as follows, per currency:

Currency	Base Average Rates of Exchange Average for the period 1 October 2019 to 31 March 2020
Rand per US Dollar	15.05
Rand per Br Pound	19.29
Rand per Euro	16.63



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Should the bidder make use of any currency not mentioned above, the bidder must stipulate this clearly and submit the calculated average RoE for the period 1 October 2019 to 31 March 2020 using the South African Reserve Bank published rates for the specific currency.

## 22. DELIVERY AND QUANTITIES

### 22.1 DELIVERY BASIS

The successful bidder must ensure that licence renewal serial numbers are mailed within 7 working days after award to Mandie Coetzee at [mandie.coetzee@health.gov.za](mailto:mandie.coetzee@health.gov.za)

Failure to comply with the contractual lead time will result in penalties being enforced as per paragraph 21 and 22 of the General Conditions of Contract.

### 22.2 QUANTITIES

The successful bidder must be able to supply the full quantities as reflected in the Exel Bid Response Document.