

P.O. Box 3209,
Houghton, 2041
Block A,
Riviera Office Park,
6-10 Riviera Road,
Riviera



REQUEST FOR PROPOSAL

Migration of Active Directory Forest Infrastructure to Windows Server 2022 and decommissioning of on-premises Exchange 2013 servers in a hybrid configuration.

RFQ/JHB/2023/012

**PROPOSALS TO BE SUBMITTED BY
NOT LATER THAN 23 MAY 2023 AT 11H00**

Terms of Reference

1. Introduction

The Housing Development Agency (HDA) is a national public development agency which promotes sustainable communities by making well located and appropriately planned land available for the development of human settlements. As its primary activity, the HDA assembles state, private and communal land and releases it for development. In addition HDA provides project delivery support services to organs of state at local, provincial and national level. Informal settlements upgrading and project management services are a particular focus of the organisation.

2. Scope of Work

The HDA intends to appoint a service provider with suitable skills and experience to provide with the upgrading / migration of the current Active Directory Forest Infrastructure to Windows Server 2022 version and decommission the on-premises Exchange 2013 servers in a hybrid configuration.

Current Active Directory Specifications:

1 x Primary Domain Controller
1 x Backup Domain Controller
OS Version: Windows Server 2008R2 Standard SP1

Exchange Server Environment (Hybrid)

Analyse the current hybrid exchange infrastructure and ensure that the Microsoft 365 Exchange online can be utilised for account and group management before decommissioning.
2 x Client Access Servers
2 x Database Servers (Data Availability Group Configuration)
OS Version: Windows Server 2012 R2 Standard

Special Considerations

Mimecast configuration for mail archiving and anti-spam control.
Azure Active directory configuration for hybrid cloud through Azure AD Connect.
Zscaler configuration for cloud security.

8. Evaluation

In order to facilitate a transparent selection process that allows equal opportunity to all production companies, the HDA has a policy for the appointment of consultants that will be adhered to. Proposals will be evaluated in terms of the prevailing supply chain policy applicable to the HDA and it should be noted that proposals will be assessed using the 80: 20 formula for Price and Specific Goals as per the PPPFA.

The following criteria will be used for points allocation for price and Specific Goals compliance on a 80/20 point system:

Table 1 – Price and Specific Goals

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Price	Detailed budget breakdown	80
Specific Goals	Specific Goals	20
TOTAL		100

The HDI proposal will be evaluated as per PPPFA regulations.

9. Payment structure

Payment will be made within 30 days of receipt of the materials specified above and as per signed off proofs.

10. General

10.1 Below are compulsory requirements for this service

10.2 Further information regarding technical matters can be sent by an email to: Keegan.Pillkay@thehda.co.za or at Tel: 011 544-1000, and

10.3 Further information regarding supply chain matter and queries can be send via email to: Njabulo.Hlongwane@thhda.co.za or at Tel: 011 544-1000

11 Terms and Conditions.

11.1 HDA undertakes to pay in full within thirty (30) days, all valid claims for work done to its satisfaction upon presentation of a substantiated claim/invoice.

11.2 No payment will be made where there is an outstanding information/work by the service provider/s.

12 Submission of Quotation

12.1 Quotations should be submitted on or before the 23 May 2023 by no later than 11h00 to the following address: Procurement@thhda.co.za

12.2 The selection of the qualifying proposal will be at the HDA's sole discretion. The HDA does not bind itself to accept any particular bid/proposal, and the HDA reserves the right not to appoint the service provider.