



TERMS OF REFERENCE

Procurement of VMware vSphere server licencing

RFQ/JHB/2023/192

QUOTATIONS TO BE SUBMITTED BY

08 FEBRUARY 2024 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 requires supply and delivery of HPE products VMware enterprise Plus Licensing platform Advanced Universal subscription for 12 months years with the following specifications.

code	Product Description	QTY	Duration
VSP-PL-TD-TL-1P-C	VMWARE vSphere Foundation 12 months	96	1 year

3. 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 formulas for Price and Specific Goals as per the PPPFA.

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

Table 1 – Price and Specific Goals

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Price	Detailed Price 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

10.1.1 It is important to note that the successful person will work under the supervision of a HDA representative, abide by HDA's Code of Conduct, and other organizational guidelines.

10.1.2 Kindly complete and submit the HDA Supplier Registration form if not already on our database and submit together with:

- Valid original tax clearance certificate.
- SBD Forms (SBD4, SBD6.1,) obtainable from HDA Website.
- **Valid and Original or Certified B-BBEE Status Level Verification Certificates issued by the following agencies SANAS, IRBA or CCA.**

10.2 Further information regarding supply chain matter and queries can be send via email to: Naledi.Aphane@thehda.co.za or at Tel: 011 544-1000