

SPECIFICATION

REQUEST FOR QUOTATION, – REALSIGN DIGITAL SIGNING AND WORKFLOW SOLUTION

To : **SUPPLY CHAIN MANAGEMENT**
Date : **13/09/2024**
Closing Date : **19 September 2024 @ 11h00**
Services required : **REALSIGN DIGITAL SIGNING AND WORKFLOW SOLUTION**
When services required : **As soon as possible**
Where services required : **All sites**

Description:	Qty	Unit Price	Total Price (Per Unit)
--------------	-----	------------	------------------------

Background and Description of Goods/Services Required:

1. KZN Tourism and Film Authority (KZNTAFA) is responsible for promoting the province of KwaZulu-Natal to domestic and international travelers. Furthermore, the entity plays a pivotal role as an enabler in the Film industry. A key enabler for the entity is the use of technology.
2. KZNTAFA is looking to procure the Realsign solution for a period of 12 months as per below :

NO.	DESCRIPTION	QUANTITY	UNIT COST	TOTAL
1.	Realsign Hub License Unlimited Users: 6000 Transactions (NB: a transaction may have multiple documents)	6000		
1.1	OTP / SMS Account			
1.2	Microsoft KeyVault Account			
2.	RealSign Hub Support and Maintenance			

3.	Realsign Hub AES Tamper Proof Certificates	8000		
4.	AES class 3 Digital Certification			
5.	Total Price excluding VAT			
6.	VAT @ 15%			
7.	Total Price for Realsign Complete Solution inclusive of VAT			

<p>Specification Requirements:</p> <ol style="list-style-type: none"> 3. The total transaction count that will be included in the system is 6000 transactions. 4. The total transaction count that will be included in the system is 6000 transactions. 5. The total digital certificates count that must be supplied is 8000 certificates. 6. A monthly report must be included on the usage of both transactions and digital certificates allowing the entity to have oversight on the usage. This report must be emailed to the Senior ICT Manager on a monthly basis. 7. The solution must be available and operational at an uptime of 99.9 percent or greater. 	
--	--

<p>8. The service provider must ensure suitable disaster recovery plans exist and is tested allowing no interruption of services.</p> <p>9. KZNTAFA must be allowed to top up both the transactions and/or Digital certificates should the need arise.</p> <p>10. The ongoing hosting and support for this solution will be provided by Realyt directly and not via any other service provider.</p> <p>11. An SLA document will need to be signed to govern the relationship between the various parties being KZNTAFA, the Successful bidder and Realyt as the actual hosting and support of this solution will be Realyt and not the licensing partner.</p> <p>12. Service providers must contact the manufacturer of this solution as per below: Jennifer Harris (Realyt)</p> <p>Email: jharris@realyst.com Website: www.realyst.com Mobile: 083 384 5056</p>			
Total Price (Exclusive of VAT)			
VAT @ 15%			

Grand Total (VAT Incl)	
-------------------------------	--

End User Contact Details:

Contact person: Anir Bidesi

Contact number: 031 3667500

Email: anir@zulu.org.za

- **EVALUATION CRITERIA: SPECIFICATION**

The bid for the appointment of each service provider will be evaluated on compliance, mandatory requirement, functionality, preference point system and specific goals in accordance with the Preferential Procurement Regulation 2022.

Phase 1: COMPLIANCE

- **The bidder must be registered as a vendor on the National Treasury Central Supply Database (CSD). If not registered bidder must make means to register in order to bid for the process: Link below for registration on the database:**

[Register user - Central Supplier Database Application \(csd.gov.za\)](http://csd.gov.za)

- **The bidder must be in good standing with SARS, the information will be verified through Central Supply Database (CSD) and SARS e-filing pin in compliance with Instruction Note 9 of 2017/2018 prior to the award of the quotation.**
- **Completed Standard Bidding Documents (SBDs), Defaulters etc.**

Phase 2: MANDATORY REQUIREMENTS (If Applicable) *(disqualifying requirement)*

- **The bidder must provide a letter from Realyt to confirm that you are an authorised partner. This letter must be signed and dated by Realyt.**

Phase 3: EVALUATION OF THE SPECIFICATION

Phase 4: APPLICATION OF PREFERENCE POINT SYSTEM AND SPECIFIC GOALS:

The 80/20 preference points system will be applicable for the evaluation of this process in accordance with the Preferential Procurement Regulations 2022.

Specific Goals will be applicable for this Quotation process.

	Specific Goals
Price	80
Ownership Goals	
<ul style="list-style-type: none"> At least 51% (Women Ownership) 	10
<ul style="list-style-type: none"> At least 51% (Youth Ownership) 	10
Total	100

Kindly Refer to Table 1 of SBD 6.1 of the Preference Claim Form to claim for Points.

Verification of Specific Goals:








- Ownership verification may be conducted through submission of the Sworn Affidavit or BBBEE Certificate with a summary report.
- Submission of a Medical certificate for people with Disabilities or CSD Report.
- Submission of a Utility Bill or CSD Report to verify locality.

Failure on the part of a tenderer to submit proof or documentation required in terms of this Quotation to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

The organ of state reserves the right to require of a tenderer, either before a Quotation is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

All quotations with all the required documentation to be forwarded to quotes@zulu.org.za and for enquiries related to SCM to be forwarded to phililer@zulu.org.za



-  Ithala Trade Centre, 2nd and 3rd Floors
29 Canal Quay (Signal) Road, Durban 4001
-  -29.870129, 31.050016
-  Shop 1A, uShaka Marine World 1 Bell Street, Durban 4001
-  PO Box 2516, Durban 4000, South Africa
-  +27 (0) 31 366 7500, King Shaka Airport Office: +27 (0) 32 436 0013
V&A Cape Town Office: +27 (0) 21 418 1684, uShaka Marine World: +27 (0) 31 337 8099
Customer Care: 0860 101 099
-  +27 (0) 31 305 6693,
-  info@zulu.org.za