



# **ALFRED NZO**

**DISCTRICT MUNICIPALITY**

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## **TERMS OF REFERENCE NETWORK MONITORING TOOL**

**Issued and Prepared by:**

**Alfred Nzo District Municipality**

**ERF 1400 Ntsizwa Street**

**P/Bag x 511**

**Mount Ayliff**

**5735**

**Senior Manager: Corporate Services – Mr. NR Xolo**

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## **BACKGROUND AND OVERVIEW OF THE PROJECT**

The ANDM Network Monitoring tool is about:

- Resources management
- Real-time Network Monitoring
- Effective and efficient reliable ICT infrastructure
- Connectivity

### **1.1 INTRODUCTION**

To obtain services of prospective service providers to provide Alfred Nzo District Municipality with Network Monitoring tool that will improve network performance through real-time network monitoring for LAN and WAN link monitoring.

### **OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT**

Improve ANDM network performance and availability

### **2. THE AIM OF THE PROJECT**

The aim of this project is to appoint an accredited service provider for Network Monitoring Tool as per the scope below.

#### **2.1. SCOPE OF WORK**

Bids are invited from suitably qualified professional service providers to prepare and submit quotation for the supply and installation of network monitoring tool.

The following gives a high-level indication of activities to be undertaken by the service providers:

- Supply, Delivery and Installation of Network Monitoring tool
- Configuration of the software
- Training of ICT team

### **Preventative**

Protection of the ANDM network infrastructure and availability of the network to eliminate and minimize network downtime.

The service provider will be responsible the following:

- Supply, Delivery and Installation of Network Monitoring tool
- Configuration of the software
- Training of ICT team

### **3. SPECIFICATION**

Alfred Nzo district Municipality is looking for a Network Monitoring Tool that will be able to perform the below functions:

- Network Device Monitoring
- Virtual Server Monitoring
- Multi-site/distributed Network Monitoring
- Hardware Monitoring
- Alarms & Notifications
- Workflow Automation
- Custom & User Specific Dashboards
- Business Views
- 3D Rack Views
- Failover/High Availability

### **4. PROJECT MANAGEMENT**

In cases where the appointed service provider appoints the services of other consultants or sub-contractors, the appointed service provider will take responsibility of the work of the sub-contractors. The client will deal with the contracted service provider and not with sub-contracted consultants. The project is to be coordinated and managed by an operational team led by Alfred Nzo District Municipality.

A Project manager of ANDM with relevant officials will oversee project implementation to its conclusion. The ongoing plans and progress reports from

the service provider will have to be submitted to the project manager where a process of verification will take place prior to the delivery and approval of invoices submitted by service provider.

## 5. SUBMISSION OF BIDS

Proposals must be placed in a sealed envelope and clearly marked: "Network Monitoring Tool" and placed in the tender box in the Alfred Nzo District Municipality not later than 10H00 on the \_\_\_\_\_.

## 6. EVALUATION CRITERIA

Evaluation criteria of the Bids;

The bids will be evaluated in two stages, namely:

- Stage 1- Functionality
- Stage 2- Price and BBBEE Points

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award.

| Item   | Weight     |
|--|------------|
| <b>STAGE 1 OF EVALUATION – FUNCTIONALITY</b>                   | <b>100</b> |
| • Previous Experience  | 50         |
| • Capacity and Expertise                                       | 50         |
| <b>STAGE 2 OF EVALUATION – PRICE &amp; PREFERENTIAL POINTS</b> | <b>100</b> |
| <b>BBBEE POINTS</b>  | <b>20</b>  |
| <b>Price</b>   | <b>80</b>  |

| Previous Company Experience in Cabling or Wireless Networking  | Weighting |
|--|-----------|
| <b>Note: The scoring in this section is not cumulative</b>   |           |
| Traceable record for successful completion of a minimum of 03 or more Network Monitoring tool to the value of R50 000.00 each. | 50        |
| Traceable record for successful completion of a minimum of 02 Network Monitoring tool to the value of R50 000.00 each.         | 40        |

|  |           |
|--|-----------|
|  |           |
| Traceable record for successful completion of a minimum of 01 Network Monitoring tool to the value of R50 000.00 each.   | 30        |
| <b>Maximum Weighting</b>   | <b>50</b> |
| <b>Note COMPULSORY attachments for verifying work done:</b>  |           |
| <p>1. The ANDM Assessment Bidder Form must be completed, stamped and signed by previous employer as a means of verifying references for each project undertaken. If 3 Projects were done, 3 Assessment bidder forms must be completed.</p> <p>2. In ADDITION to the above, a traceable record will be evaluated on the basis of:</p> <p>- Official purchase order / Appointment letter</p> |           |

|   |                  |
|---|------------------|
| <b>Capacity and Expertise to Undertake the Project</b>  | <b>Weighting</b> |
| <b>Note: The scoring in this section is preferably cumulative, unless justifiable to the Specification Committee</b>  | <b>[50]</b>      |
| <b>A Project Team with the following areas of expertise:</b>  | <b>[50]</b>      |
| One or more personnel with Microsoft Certified Expert (MCSE)  | 25               |
| One or more personnel with Networking certification {preferable Cisco Certified Network Associate (CCNA) certification or Interconnecting Cisco Networking Devices certification(ICND)} | 15               |
| One or more personnel with Certification in Project Management)   | 10               |
| <b>Maximum Weighting</b>  | <b>50</b>        |
| <b>NB: Attach CV and certified copies not older than 3 months for all qualifications</b>  |                  |

For any queries regarding this tender, please contact Mr. X.H Malunga for project related queries; on (039) 254 5028 or;  
Supply Chain Management contact for SCM related queries at telephone number 039-254-5134 during office hours.

**Alfred Nzo district Municipality**  
**Erf 1400 Ntsizwa Street**  
**Mount Ayliff**  
**4735**

Yours in municipal administration,

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**MR. N. R. XOLO**  
**SENIOR MANAGER: CORPORATE SERVICES**

**Approved/Not Approved**

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**MR. L. MDUTYANA**

**COMMENTS BY CHAIRPERSON:**

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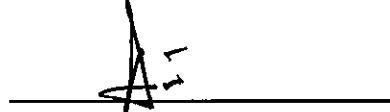
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**MR. N. R. XOLO**  
**SENIOR MANAGER: CORPORATE SERVICES**

Approved/Not Approved



**MR. L. MDUTYANA**

**COMMENTS BY CHAIRPERSON:**

*Approved. - Network Monitoring tool.*

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