



Metrobus Erratum

Please note that there was an erratum issued for tender no: **ICT 02-2024/2025** Provision for a panel of service provider(s) for the supply, delivery and configuration of laptops and desktops and accessories for a period of 36 months to Metrobus on as and when required basis. As advertised on the **11 April 2025** on the Sowetan newspaper

The abovementioned tender, the evaluation criteria (Functionality) has been amended and is available on the Metrobus website www@mbus.joburg.org.za; www.etender.gov.za, or alternatively erratum can be requested on bids@mbus.joburg.org.za.

Bidders that fail to submit the erratum with the bid will not be considered.

All enquiries can be forwarded to the Supply Chain Management Unit @: bids@mbus.joburg.org.za
We apologise for any inconvenience this might have caused.

EVALUATION CRITERIA (FUNCTIONALITY) ERRATUM 1

Bidders will be evaluated in accordance with the area of specialization indicated above.

NOTE: For purpose of comparison and in order to ensure a meaningful evaluation, bidders must submit detailed information in substantiation of compliance to the evaluation criteria mentioned (e.g. details of relevant previous work undertaken, letters from previous /current clients, proof of ownership of manufacturing facility, etc.) failure to submit the requested documents will result in the bidders not scored on the criteria.

Minimum Required Score for functionality is: 60 points out of 100 points and any bidder scoring less than 60 points will not be considered for further evaluation. Service Providers that qualified in terms of the functionality cut-off points of 60 points will then be evaluated in terms of price and preference points.

No	Criteria for Quality and Experience Evaluation (Metrobus reserves the right to verify the submitted references and will not accept any responsibility if reference(s) cannot be contactable or is not willing to confirm provided information)	WEIGHT ALLOCATION
1.	Company References Bidders are expected to attach copies of five reference letters from clients to whom they have successfully supplied laptops within the last three years. The reference letters must be on legitimate letterhead and clearly indicate the type of service provided, contract duration, contract value, and the relevant contact person's name, surname, position, and contact number(s). Reference letters that are not signed and dated will not be acceptable sh. If the reference letters fail to include the indicated aspects or the information is not verifiable, bidders will score zero points. The following will not be accepted as reference letters: • Case studies • Brochures • Self-referencing and email correspondence • Lists of references • Purchase orders/ appointment letter or SLA Contracts of work between the bidder and its client	20

	➤ 5 Reference Letters provided = 5 Points ➤ 4 Reference Letters provided = 4 Points ➤ 3 Reference Letters provided = 3 Points ➤ 2 Reference Letters provided = 2 Points ➤ 1 Reference Letter provided = 1 Point No Reference Letter submitted will be scored a zero = 0	
2.	Projects / Contract Value Submit the list of projects/contracts that have been successfully completed within the last five (05) years. The value of the projects / contracts should be indicated for points to be awarded. The list should be submitted together with the reference letters to verify or validate those contracts. (References submitted for first criterion can also be used for this purpose). Table 2 is provided below for contract listing.	30
	➤ Two or more projects more than 5 million = 5 points ➤ Two or more projects more than 3 million to 5.99 million = 4 points ➤ Two or more projects more than 1 million to 2.99 million = 3 points Anything below R1 million will be scored zero = 0 point	
3.	Product/ Re-sell Partner Certificate Certificate to be provided in the bidding companies name	20
	➤ Product/ Re-sell Partner Certificate = 20 ➤ No Certificate = 0	
4.	The bidder must be a Microsoft-certified silver or gold partner Certificate to be provided in the bidding companies name	30
	➤ Gold Status = 30 ➤ Silver Status = 20 No Certificate provided the bidder will be scored = 0	
	TOTAL	100
	MINIMUM SCORE REQUIRED TO PROCEED	60

Note: A bidder/s that scores less than 60 points in respect of functionality or submits solutions that are not according to requirements will be regarded as submitting a non-responsive bid and will be disqualified.

Bidder/s that meets the minimum required 60 points thresholds will be included to form part of the panel.

Please note a panel is **not a contract** bidders will still be expected to compete on price and specific goal on a rotational basis as and when required during the execution of the contract

Metrobus reserves the right to only accept a maximum of **five (05)** service providers in the panel once a minimum threshold of 60 points is achieved for functionality