

## MEMORANDUM

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**To :** Vuledzani Nemukula: Group Chief Procurement Officer

**From :** Barbara Msomi: Category Manager: Central Category Management

**Date :** 14 February 2025

**Subject:** **REQUEST FOR APPROVAL TO ISSUE ADDENDUM AND A TWO (2) WEEKS EXTENSION OF THE CLOSING DATE FOR THE REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF REDUNDANCY AND BACKUP CONNECTIVITY FOR ENTERPRISE SOFTWARE DEFINED WIDE AREA NETWORK FOR THREE (3) YEARS**

### PURPOSE OF SUBMISSION:

1. The purpose of this memorandum is to request the Group Chief Procurement Officer (GCPO) to approve the issuing of the Addendum and a two (2) weeks extension of the closing date of the RFP from 24 February 2025 to 10 March 2025 for the provision of Redundancy and Backup Connectivity for SD-WAN traffic for three (3) years.

### BACKGROUND:

2. Central Category Management received a Request for Service from Group Information and Communication Technology for the provision of Redundancy and Backup Connectivity for SD-WAN traffic for three (3) years.
3. The Group Chief Procurement Officer approved the Sourcing Strategy and issuing of the RFP on 10 December 2024.
4. The RFP was issued to the market on 24 January 2025 using Transnet and National Treasury e-tender portal and is closing on 24 February 2025

### DISCUSSION/MOTIVATION:

5. Bidders have highlighted an error in the labelling of **Annexure A** and **Annexure M** on pages 28 and 29 of the issued RFP under Mandatory and Essential returnable documents. This has created a need to seek approval for issuing an Addendum to the RFP, thereby avoiding confusion during the bid evaluation stage.

6. Bidders have requested for an extension of the closing date to submit their bid submission as it takes us approximately 2 weeks to do hard feasibility so that we respond with a firm pricing as opposed to desktop feasibility which will require site survey during project deployment and might have incremental impact on the pricing
7. In the interest of Transnet receiving adequate submissions, Group Information and Communication Technology (GICT) and Central Category Management would also like to grant the Respondents a two (2) week extension to avoid any complains of the Respondent, which might also cause non-award of the RFP. This will cater for the bidder enough time to submit adequate bid submission.

**FINANCIAL IMPLICATIONS:**

8. Issuing the Addendum to the RFP does not have financial implications.

**APPROVALS AND DELEGATIONS:**

9. In terms of paragraph 4.1 of the DOA Framework approved on 01 February 2023, the delegated authority to approve this sourcing event and issue to the market falls with the delegation of the Group Chief Procurement Officer for issuing of Request for Proposals (RFP) up to but not exceeding R500m and up to 7 years

**RECOMMENDATION:**

10. The purpose of this memorandum is to request the Group Chief Procurement Officer (GCPO) to approve the issuing of the Addendum and a two (2) weeks extension of the closing date of the RFP from 24 February 2025 to 10 March 2025 for the provision of Redundancy and Backup Connectivity for SD-WAN traffic for three (3) years.

**COMPILED BY:**

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Barbara Msomi

Category Manager: CCM

Date: 14/02/2025

**RECOMMENDED/ NOT RECOMMENDED BY:**

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Moalosi Borotho

Acting General Manager: CCM

Date:

**APPROVED/ NOT APPROVED BY:**

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Vuledzani Nemukula

Group Chief Procurement Officer

Date: