

INTOSAI Development Initiative

Call for bids

09 December 2020

Procurement of ICT goods and services for
The National Audit Chamber of South Sudan

1. Background

The **National Audit Chamber (NAC) of South Sudan** and the **INTOSAI Development Initiative (IDI)** have a partnership under the *NAC Strategic Change Project 2020-2024*.

The *NAC Strategic Plan 2019-2024* lists several ICT strategic objectives. The *NAC Strategic Change Project 2020-2024* has a priority for supporting these objectives.

The IDI will procure the related goods and services. See **Annex 1: Goods and services** for a detailed list including desired quantities.

More laptops and MS 365 licenses will be purchased in 2021. The whole procurement process will be incremental, and this call for bids covers the 1st round.

2. Eligible tenderers

1. Tenderers must provide information on their legal form and ownership structure.
2. Tenderers shall be excluded from participation in a procurement procedure if:
 - a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations. However, tenderers in this situation may be eligible to participate insofar as the IDI is able to purchase supplies on particularly advantageous terms from either a supplier which is definitively winding up its business activities, or the receivers or liquidators of a bankruptcy, through an arrangement with creditors, or through a similar procedure under national law;
 - b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a final judgment;
 - c) they have been guilty of grave professional misconduct; proven by any means which the IDI can justify;
 - d) they have not fulfilled obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country in which they are established, or with those of the country of the IDI or those of the country where the contract is to be performed;
 - e) they or persons having powers of representation, decision-making or control over them have been convicted for fraud, corruption, involvement in a criminal organization or money laundering by a final judgment;

- f) they make use of child labor or forced labor and/or practice discrimination, and/or do not respect the right to freedom of association and the right to organize and engage in collective bargaining pursuant to the core conventions of the International Labor Organization (ILO).
 - g) they appear on the current sanctions lists of the European Union, the United Nations or the United States of America.
3. Tenderers shall confirm in writing that they are not in any of the situations listed above. Even if such confirmation is given by a tenderer, the IDI shall investigate any of the situations listed above if it has reasonable grounds to doubt the contents of such confirmation.
 4. Contracts shall not be awarded to tenderers which, during the procurement procedure:
 - a) are subject to a conflict of interests;
 - b) are guilty of misrepresentation in supplying the information required by the IDI as a condition of participation in the tender procedure or fail to supply this information.

3. Bidding process

The bidding process will be led by IDI in cooperation with NAC and the Office of the Auditor General of Kenya (OAGK)

- IDI sends the **Call for bids** to all identified tenderers and also posts it on a [tender website for South Sudan](#)
- IDI also sends a **Tenderers eligibility declaration** form

- Bids can cover one, several or all goods and services listed in the **Annex 1: Goods and services**
- Bids must be sent to laurent.soublin@idi.no and idi@idi.no
- Bids must include:
 - Detailed offer and price for each good and service
 - The signed **Tenderers eligibility declaration** form
 - Additional documentation regarding the tenderer (see **Tenderers eligibility declaration** form)

- Goods and services are delivered to the NAC office
- Quotes are in USD all tax and delivery cost included

- IDI collects the bids and does a prescreening before sharing with NAC and OAGK
- IDI selects the successful tenderers with NAC and OAGK
- IDI informs all tenderers about the bid outcome

4. Selection criteria

- Offers are ranked on scale from 0 to 100
- Price weights 60 points
- Quality weights 40 points

- Quality is assessed against the desired specifications and to which extent they are met/unmet
- Quality is also assessed considering the proficiency of the tenderers and to which extent it is documented (references, qualifications, experience, certifications, reviews, reputation...)
- Quality thresholds are set for eligibility

To apply the selection criteria, good and services are grouped into 3 categories. See details in **Annex 2: Evaluation matrixes.**

5. Calendar

- Bid opening: **9 December 2020**
- Bid closing: **3 January 2021**
- Deadline for selection of bidders: **25 January 2021**

6. Other provisions

- IDI will assess with NAC when it is best to proceed with the purchase of the Internet installation/access

7. Procurement responsible

For information, please contact:

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8. Annex 1: Goods and services

Goods and services	Desired specifications (tenderers are welcome to offer better specifications)	Desired quantities
Laptops	<ul style="list-style-type: none"> - Windows 10 - RAM 4GB - Disk space 200GB - Wireless - Camera - Robustness - Eco friendly certification or feature - Warranty 	20
Laptop protection sleeve/case	<ul style="list-style-type: none"> - Protection - Convenience - Eco friendly certification or feature 	20
Internet installation for NAC building	<ul style="list-style-type: none"> - Internet must be accessible from all offices in the building. 	1
Internet access for NAC building	<ul style="list-style-type: none"> - Bandwidth 15/15 Mbps 	1
Microsoft 365 setup/configuration for the National Audit Chamber. There will be 20 users to start with, some with administrator role. The system will scale up in 2021.	<ul style="list-style-type: none"> - MS 365 tenant up and running - 20 laptops configured for the MS 365 tenant 	1
Microsoft 365 licenses	<ul style="list-style-type: none"> - MS 365 Business Premium 	20
MS 365 training for administrators	<ul style="list-style-type: none"> - Trainees must get an above average understanding of MS 365 - Trainees must be able to achieve day to day MS 365 administration tasks 	4

Microsoft 365 technical support	<ul style="list-style-type: none"> - 2nd level troubleshooting - Exceptional administration tasks 	1
Integrated video conference system	<ul style="list-style-type: none"> - System including camera, microphone, speaker and large screen - System must be installed by supplier, up and running and integrated to the MS 365 (Teams) - Warranty 	1
Smartphone	<ul style="list-style-type: none"> - Samsung Galaxy a70 phone or similar - Good battery performance - Good storage capacity - Robustness - Warranty 	15

9. Annex 2: Evaluation matrixes

Hardware	Quality in terms of desired specifications (see table in Annex 1: Goods and services)	Quality in terms of documented proficiency (references, qualifications, experience, certifications, reviews, reputation...)	Price
<ul style="list-style-type: none"> - Laptops - Laptop protection sleeve/case - Internet installation - Internet access - Video conference system - Smartphone 	<ul style="list-style-type: none"> - From 0 to 20 points - 10 points minimum required for eligibility <p>Scoring</p> <ul style="list-style-type: none"> - Offer below desired specifications level: 0 - Offer at desired specifications level: 10 - Offer above desired specifications level: 20 	<ul style="list-style-type: none"> - From 0 to 20 points - 10 points minimum required for eligibility <p>Scoring</p> <ul style="list-style-type: none"> - Poor proficiency or undocumented proficiency: 0 - Good and documented proficiency documented: 10 - Excellent and documented proficiency: 20 	<ul style="list-style-type: none"> - From 0 to 60 points <p>Scoring</p> <ul style="list-style-type: none"> - 60 points for the offer with lowest price. Other offers will score as per the formula: Offer score = lowest price / price x 60

MS 365 Technical support	Quality in terms of documented proficiency (references, qualifications, experience, certifications, reviews, reputation...)	Price
<ul style="list-style-type: none"> - Microsoft 365 setup/configuration - MS 365 training for administrators - Microsoft 365 technical support 	<ul style="list-style-type: none"> - From 0 to 40 points - 20 points minimum required for eligibility <p>Scoring</p> <ul style="list-style-type: none"> - Poor proficiency or undocumented proficiency: 0 - Good and documented proficiency: 20 - Excellent and documented proficiency: 40 	<ul style="list-style-type: none"> - From 0 to 60 points <p>Scoring</p> <ul style="list-style-type: none"> - 60 points for the offer with lowest price. Other offers will score as per the formula: Offer score = lowest price / price x 60

MS 365 Licenses	Quality in terms of desired specifications	Price
<ul style="list-style-type: none"> - Microsoft 365 licenses 	n/a (Must be Business Premium)	<ul style="list-style-type: none"> - From 0 to 60 points <p>Scoring</p> <ul style="list-style-type: none"> - 60 points for the offer with lowest price. Other offers will score as per the formula: Offer score = lowest price / price x 60