

Postal Address
P.O. Box 1329, Rivonia
2128, South Africa

Physical Address
270 George Road,
Noordwyk, Midrand, 1687

Contact
Call Centre: 0860 100 221
Telephone: 011 217 0600
Fax: 011 783 7745



SERVICES REQUISITION FORM

**YOU ARE HEREBY INVITED TO SUBMIT A QUOTATION FOR THE CULTURE ARTS,
TOURISM, HOSPITALITY AND SPORT SECTOR EDUCATION AND TRAINING AUTHORITY
(CATHSSETA)**

| | | | |
|----------------------|---|----------------------|------------------------|
| Date issued: | 31 May 2023 | RFQ number | RFQ/COS/17/2023 |
| Closing Date: | 08 June 2023 | Closing Time: | 11H00am |
| DESCRIPTION: | MICROSOFT 365 & AZURE AD RENEWAL LICENSING REQUEST | | |

1. SCOPE OF WORK

The service provider will be required for the following services for the period of one (1) year:

- To renew Microsoft 365 E5 licenses for 100 CATHSSETA users including 100 exchange online licenses and full Azure Active Directory licensing with at least an allowance to create 5 Virtual Machines on the platform running operating systems of CATHSSETA's choice. Per-Virtual Machine specifications must be as follows: 16GB RAM minimum, 2 x vCPUs, 128GB Storage, 2Gbps NIC.
- Provide five (5) Microsoft PowerBI professional licenses and two (2) Microsoft Visio 365 licenses.
- To migrate the current CATHSSETA tenant to their facility.
- To host CATHSSETA exchange online services.
- To provide technical support to CATHSSETA by escalating technical issues to Microsoft and providing timely resolutions to problems and/or incidents.

| SPECIFICATIONS/REQUIREMENTS | QUANTITY |
|---|----------|
| Renewal and upgrade of: (Over 12 Months) | |
| 1. Microsoft 365 E5 licenses | 100 |
| 2. Microsoft Exchange Online licenses | 100 |
| 3. Microsoft Azure Active Directory license | 1 |
| 4. Microsoft PowerBI Professional | 5 |
| 5. Microsoft Visio Professional | 2 |

ADMINISTRATIVE REQUIREMENTS

- Quote/Pricing with a clear breakdown of Scope with total inclusive of VAT.
- Completed and signed SBD4, SBD 6.1
- Valid Tax Compliance Pin issued by SARS.
- Valid B-BBEE Certificate or Sworn Affidavit.
- All RFQ related responses must include the RFQ number as the subject matter.
- Central Supplier Database (CSD) Supplier Number.

E-mail responses to supplychain@cathsseta.org.za on or before the closing date and time as stated above.