

<b>Name of Institution</b>	South African Library for the Blind
<b>Bid Number</b>	SALB 2017/10/01
<b>Description</b>	Supply & Delivery of Computers
<b>Date Published</b>	24/10/2017
<b>Closing Date</b>	15/11/2017
<b>Compulsory Briefing Session</b>	n/a
<b>Contact</b>	Siya Mini: <a href="mailto:siya.mini@salb.org.za">siya.mini@salb.org.za</a> Tel: 27 46 622 7226
<b>Scoring</b>	80/20 preference point system



**SOUTH AFRICAN**  

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**LIBRARY FOR THE BLIND**

**SUPPLY AND DELIVERY OF COMPUTERS**

**OCTOBER 2017**

## TECHNICAL SPECIFICATION

### 1. BACKGROUND

The South African Library for the Blind (“SALB”) is a Schedule 3A public entity. SALB is based in Grahamstown in the Eastern Cape Province, and provides Library services throughout South Africa to blind and visually impaired people.

#### SALB Mission

To render a library and information service to blind and visually impaired people through the production of accessible South African reading material in development of a comprehensive library collection and rendering of advisory services to promote access to information. More Information about SALB can be found on our website, [www.salb.org.za](http://www.salb.org.za)

#### Partnership Links

Through strategic partnership links with various Provincial Governments and the National Library of South Africa (NLSA); the SALB assists Public Libraries identified, to develop a “mini-library” section dedicated for the blind and visual impaired community to access services. This programme is run by a Project Coordinator appointed by SALB whom will oversee these developments. Funding for this programme/project comes from the Provincial Government Partners and the NLSA and is entirely dependent on a service level agreement which is reviewed annually; therefore funding is not linked to a set Medium Term Budget Framework, but rather confirmed annually/set period. Currently SALB has links with six Provinces and through the NLSA project it has links in all nine Provinces.

### 2. REQUIREMENT

The SALB requires interested companies to submit a bid/proposal for the Supply & Delivery of Computers in all nine Provinces throughout South Africa for the NLSA mini-library project. Provisional delivery sites are indicated on annexure 1 to this document and will also be confirmed and provided to the successful bidder. Bids/Proposals will only be considered from Suppliers whom are registered on the Treasury Centralised Supplier Database (CSD).

<u>Type</u>	<u>Description</u>	<u>Quantity</u>
All in One PC	Full HD 1920 X1080 PC (23.6”; 7 <sup>th</sup> Generation core i5, 500GB & 4GB DDR4, Windows 10 pro, WIFI, card reader, Ethernet port; USB 3.0; USB 2.0 ports; Keyboard, Mouse; Integrated Speakers, Webcam, DVD writer drive).	35
Warranty	3 Years onsite	35
Microsoft Office	Microsoft Office standard 2016 VLC	35
	Courier costs to the various sites in the 9 Provinces	

### **3. TERMS & CONDITIONS**

- i. The Management of the South African Library for the Blind reserves the right not to accept any bid or proposal or to sign any Agreement related to this request.
- ii. A non-refundable R200.00 Tender Admin fee must be paid and proof of payment should accompany all submitted bids.
- iii. All bids/proposals received will be acknowledged in writing. Unsuccessful applicants will be informed in writing after the Adjudication process. SALB Library Management will not engage in any further communication after this notification.

### **4. SUBMISSION PROCESS**

Bid/Proposal can be submitted to Malibongwe Nquma via email at [admin@salb.org.za](mailto:admin@salb.org.za) or hand-delivered to SA Library for the Blind 112B High Street Grahamstown by 15 November 2017 at 12:00. No late submissions will be considered. The sender is responsible to confirm delivery and SALB will confirm receipt only.