

Responses to questions raised by the Service Providers regarding the Multifunction RFQ (NDA05/FIN01/14)

1. With regards to section 3.2.3. Please clarify the requirements of the lightning protector which needs to give reports on surges and /or spikes?

It is a built-in unit in the multifunction device the not only protects but also has an intelligent function that monitors lightning, electricity spikes and /or surges and thereof reports can be generated.

2. All the NDA offices are they network linked?

Yes. The Provincial Offices link to the MPLS cloud via 512Kb diginet lines then to the Head Office.

3. All the NDA offices do they have print servers?

No. They do not use print servers. They connect to the network printers via the LAN using Standard TCP/IP port with an IP address.

4. Could you please clarify what you are referring to when you say that you require a document server?

It is a document storage facility/function on the multifunction device for frequently used/printed documents.

5. Do you perhaps have the monthly volumes that each machine is currently doing so that we can use that as a baseline?

Yes. Please see below table:

Office Location	Monthly volumes
Head Office	48,586
KwaZulu Natal	7,798
Free State	4,985
Mpumalanga	6,492
North West	6,004
Limpopo	8,188
Western Cape	8,210
Northern Cape	3,658
Eastern Cape	7,139

6. Number of networked users.

180.

7. For planning purposes can you please indicate how many users per site must be linked (connected) to the multi function printers?

Approximately 80 users in the Head Office and on average 15 in each Provincial Office.

8. Just wanted to confirm if we must include VAT in our pricing.

Yes. All prices submitted must be inclusive of VAT, in line with the South African VAT legislation.

9. As suppliers lead time will be an integral consideration when evaluating this tender, please provide us with **Physical Addresses** of **National Development Agency (NDA)** Offices in all the Nine (9) Provinces in South Africa to enable us determine and commit to realistic lead times.

<p>Head Office Tel: 0110185500 195 Jan Smuts & 7th Avenue, 2nd Floor, Grosvenor Corner</p>	<p>Limpopo Provincial Office Tel: 0152912492 Albatross Centre Suite 8, 19 Market Street Polokwane, 0700</p>	<p>Eastern Cape Provincial Office Tel: 0437211227 Vincendon Office Park 8 Donald Road Vincent, East London, 5201</p>
<p>Free State Provincial Office Tel: 0514302024 Allied House, 3rd floor, Cnr Charlotte Maxeke & Westburger, Bloemfontein, 9300</p>	<p>KwaZulu-Natal Provincial Office Tel: 0313055542 Suite 1202 Nedbank Centre 303 Smith Street Durban Club Place DURBAN, 4001</p>	<p>North West Provincial Office Tel: 0183926892 127 Provident Street 1st Floor, Old Mutual Building Mmabatho</p>
<p>Northern Cape Provincial Office Tel: 0538314828 13 Dalham Road Kimberley Kimberley 8301</p>	<p>Mpumalanga Provincial Office Tel: 013 755 1478 Ground floor Biwater Building Office G1 16 Branders Street Nelspruit 1200</p>	<p>Western Cape Provincial Office Tel: 021 422 5175 The Chambers Building 2nd Floor 50 Keerom Street Cape Town 8001</p>
<p>Gauteng Provincial Office Tel: 011 339 6410 10th Floor Braamfontein Centre 23 Jorissen Street Braamfontein</p>		