

**Annexure D: Returnable Documents Checklist**

**SANReN Managed Bandwidth**

**WSU Zamukulungisa, WSU Mthatha Health Resources Centre, UNISA Mthatha Campus**

**RFP No. 3504/18/02/2022**

***NOTE:*** *The bidder is required to complete each and every schedule listed below to the best of his ability as the evaluation of tenders and the eventual contract will be based on the information provided by the bidder. Failure of a bidder to complete the schedules and forms to the satisfaction of the CSIR will inevitably prejudice the tender and may lead to rejection on the grounds that the tender is not responsive.*

The bidder must complete the following returnable documents:

|  |
| --- |
| **RETURNABLE DOCUMENTS –**  |
| **PART A: TECHNICAL RETURNABLES**  |
| ***Electronic File 1.***  |
| **Description** | **Included** |
| **Yes** | **No** |
| ***Part 1:***  |   |   |
| Signed main RFP document  |   |   |
| Completed and duly signed Declaration of Interest Form |   |   |
| Completed and signed Returnable documents checklist (**this** document) |  |  |
| Any other information the bidder wishes to submit, e.g. marketing messages, sales executive messages, etc. This information must not contain any pricing information, i.e. Part 3, or any information referenced in Part 2 of the submission |   |   |
|   |   |   |
| ***Part 2.***  |   |   |
| Completed Technical Compliance Matrix (Annexure B) |   |   |
| Project management related information |   |   |
| References related information |   |   |
| Any other technical information the bidder wishes to share as part of the technical submission, e.g. Maps, Network diagrams, SLA info, etc. This information must not contain any pricing information (Part 3). |   |   |
|   |   |   |
|  |   |   |
| **PART B: PRICING PROPOSAL**  |
| ***Electronic File 2.***  |
| ***Part 3.*** |   |   |
| Completed Pricing Schedule (Annexure C) |   |   |
| Latest B-BBEE Certificate  |   |   |
| Completed SBD1 Form |   |   |
| Recent audited financial statements |   |   |
| Any other pricing information the bidder wishes to share as part of the pricing submission. |   |   |
| This information must not contain any technical information i.e. Part 2 information. |   |   |

I confirm that I am duly authorised to sign this proposal.

WITNESSES

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……….…………………………

DATE: .…………………………..

NAME (PRINT) ………………………….

CAPACITY ……………………….

SIGNATURE …………………………….

NAME OF FIRM ………………………….….

DATE ……………………………….