



Request for Quotation (RFQ) for the supply of Digital Object Identifier (DOI) Minting Service for the CSIR

RFQ No. 5611/05/08/2020

Date of issue	Wednesday, 22 July 2020
Closing Date and Time	Wednesday, 05th August 2020 @ 16h30
Contact details & Submission of RFQ is electronic only;	Submission of quotations or any other enquiries is via email to: tender@csir.co.za <i>(please always insert RFQ number on the subject line of your email)</i>
Category	Computer software
CSIR Business Hours	08:00 – 16:30

1 INVITATION FOR QUOTATION

Quotations are for the supply of supply of Digital Object Identifier (DOI) Minting Service for the CSIR.

2 QUOTATION REQUIREMENTS

Quotations are required to meet the following specifications for the procurement of the Digital Object Identifier (DOI) minting service and mandatory delivery requirements as specified by Data Intensive Research Initiative of South Africa (DIRISA).

The provision of a globally unique and persistent identifier for a dataset is an essential component of DIRISA's business requirement to soundly manage stored research data collections. DOIs increase the discoverability and shareability of data and hence, increase the value that can be derived from such resources.

DOIs support the following mandatory business requirements:

- Improve the discovery (visibility) and shareability of research data;
- The ability for users to mint persistent identifiers for their digital objects (through a DIRISA managed graphical user interface);
- The ability to resolve a digital identifier to the referenced data set;
- The identifier needs to be globally identifiable and meets Global Standards.

2.1 Digital Object Identifier (DOI) minting service to meet or exceed the following mandatory delivery requirements:

S/No	Mandatory Requirements
a)	Annual membership providing options for Member Only, Direct Member, Consortium Member
b)	Service at least one repository with the option of extending this from 2 to 5 repositories
c)	Able to mint between 0 to 10000 DOI's per year with the Membership option
d)	Provide for DOI Fabrica web or other similar interface to manage repositories and prefixes and an easy to use Graphical User Interface (GUI)
e)	Ability to create DOI's using API calls
f)	Widely used minting service by the global research community
g)	Widely adopted, globally recognized and used DOI minting service predominantly for research data sets
h)	Provide globally unique and searchable DOI that complies with international standards for research data
i)	Provide adequate interfaces and support in the English language
j)	Ease of installation and setup
k)	Metadata held in the metadata content store must comply with the Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH)
l)	Utilise REST APIs to retrieve, query and browse DOI records
m)	Allow Clients to register DOIs
n)	Allow Providers to manage Clients and prefixes via the API

3 EVALUATION CRITERIA

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 Include a valid B-BBEE status on quotation. No B-BBEE status will equal zero points. *(B BBEE certificate must be a SANAS accredited or a sworn affidavit in the DTI format)*
- 3.3 If the supplier is not the OEM. Indicate relationship level/status (e.g. bronze, silver, gold) with the OEM.
- 3.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 3.5 No order will be issued or no contract will be signed without a valid CSD number.

4 PRICING QUOTATION

- 4.1 Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.
- 4.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 4.3 Payment will be according to the CSIR Payment Terms and Conditions.

5 OTHER TERMS AND CONDITIONS

- 5.1 The supplier shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives. Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.
- 5.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.

6 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.

7 Note: This is not a Purchase Order.

8 Annexure A – SBD1 must be completed and returned with submission.