

EMALAHLENI LOCAL MUNICIPALITY



APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE PROVISIONING OF HARDWARE IN INFORMATION TECHNOLOGY SERVICES FOR PERIOD OF THREE YEARS (36 MONTHS)

SCOPE OF WORK

DESCRIPTIONS OF WORKS

1 **INTRODUCTION:**

Emalahleni Local Municipality (ELM) seeks proposals from reputable, qualified, knowledgeable, and experienced companies to submit a comprehensive proposal possible, offering the highest quality of service.

2 **BACKGROUND:**

Technology affects the municipality's ability to communicate with consumers. In today's busy business environment, employees must interact with clients quickly and clearly. When employees use technology to interact with customers and enhance service delivery, outcomes are seen as efficiencies and effectiveness in service delivery.

The municipality has developed a roadmap to optimization and continuous improvement in service delivery with numerous multi-year projects to be implemented. To efficiently streamline this process and procure the necessary requirements needed by the Information Technology Department, the municipality would like to enter into partnerships with significant service providers who can fulfil these requirements. This will eliminate the need for the municipality to procure the necessary computer equipment and accessories on an individual Request for Quotation basis each time by buying from various service providers. This will also improve service delivery and lead time regarding ad-hoc purchases.

The municipality reserves the right to appoint more than one (1) service provider for the duration of the contract. The successful bidders shall be awarded a contract for thirty-six (36) months. The estimated quantity of computer equipment (laptops, desktops, tablets, accessories) is unknown for the duration of the contract.

3. SCOPE OF WORK

The municipality requires capable service providers to provide computer equipment, accessories, and leasing services on an as-and-when basis for a period of 36 months.

Supply of Computer Equipment and Accessories

Product Description	Specification
Laptop	Windows 11 Pro, Core i7, RAM 16GB, upgradable to 32GB Storage 500GB, Wi-Fi and Sim card module, Bluetooth, Battery Life Up to 15 hours and 45 minutes, Warranty 3 years and Sim card module, higher integrated webcam, Microphone, Stereo speakers.
Desktops	Processor – i7, 500GB SSD or higher, 8GB DDR3 Upgradable to 16GB, Windows 11 Pro
	Processor – i5, 500GB SSD or higher, 16GB DDR3, Windows 11 Pro
Laptop Bags	Option 1 - 15.6" Laptop Backpack Vertical Roller –Black, Option 2 - 15.6" Large Laptop Backpack – Black, Option 3 - 15.6" Large Top load Laptop Case – Black, Option 4 - 15.6" Roller – Black
Tablets	Processor – i7, 512GB SSD, 8GB RAM
Monitors	21-inch LCD / LED Displays
Accessories	Chargers, 8/16G DRAM modules Wired & Wireless Keyboards & Mice Pointer Devices, USB 4 port switch, USB Flash Drive Laptop Locks. Power Supply Unit Head Phones Voice recorders Computer Speakers Hard Disk Drive External Hard Drive
projector	4000 lumens wxga

Product Description	Specification
Interactive screen/ smart board	65-inch 85-inch (running Windows Operating System)
Desk printer	<p>Thermal printer:</p> <ul style="list-style-type: none"> • 8 ppm fast print speed • 300dpi Thermal print resolution • USB and wireless connectivity • Windows, Mac OS and Linux (via USB) compatible <p>LaserJet:</p> <ul style="list-style-type: none"> • Automatic Double Sided Printing • 600 x 2400 dpi Print • USB, Wireless & WiFi Direct, AirPrint, • Less than 13.5/13.5 secs (Mono/Colour) First page • Up to 26ppm Colour Print • Up to 27ppm Mono Print <p>Therma Point of Sale Printer:</p> <ul style="list-style-type: none"> • Fast print speed Print speed of 250mm/sec • RS-232, USB 3.0, • Drawer kick-out • Mean Time Between Failures (MTBF) of 360,000 hours • 80mm printing width
Desk Image Scanner	50pages per minute Up to 600 dpi 24-bit Color, Hardware JPEG Compression, Ultrasonic Double Feed Detection USB 3 or higher



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