



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: L. Mnyukana

Tel: 039 940 2142

Ext 120

ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	ENQUIRIES
APPOINTMENT OF A NEW SERVICE PROVIDER FOR THE CONSTRUCTION AND MAINTENANCE OF THE COLLEGE WEBSITE FOR A PERIOD OF TWELVE (12) MONTHS	INGWE/018/2026	DATE: 03/02/2026	TECHNICAL: MS. N. MAGWALA TEL: 039 940 2142 SCM: MR. L. MNYUKANA TEL: 039 940 2142

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification. The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation may be hand delivered before **12H00pm** at **Ingwe TVET College, Mount Frere Administration Offices at the reception area or email to lmnyukana@ingwecollege.edu.za**

THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Firm Delivery Period must be indicated.
- A valid SARS TAX Compliance status with PIN.
- Updated CSD (Central Supplier Database) report.
- Company municipal statement of account not older than three (3) months or company lease agreement if renting premises or affidavit from SAPS stating that the company is not obliged to pay municipal rates or ward council letter confirming the proof of address for the company for non – rates paying areas or rural areas.
- Joint Ventures to attach: JV Agreement and letter of Signatory.
- **Completed SBD 4 – as per PFMA SCM Instruction No. 03 of 2021/22 effective from 1 April 2022, the revised SBD 4 must be fully completed and signed. SBD 8&9 are repealed (no longer required). Failure to submit as instructed will lead to the bids being declared non – responsive. Bidders must download the revised SBD 4 from the College website or National Treasury website.**

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Ingwe TVET College Supply Chain Management Policy will apply.
- 80/20 preferential procurement point system will be applied.
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids which are late, incomplete and unsigned will not be accepted.
- No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.
- **Only quotations sent to the above-mentioned e-mail address will be accepted.**

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

EVALUATION CRITERIA

Stage 1 - Functionality (Attached)

Functionality will be evaluated based on capacity and experience, bidders who do not meet the minimum functionality assessment of 70% out of 100% will be considered non-responsive and will not be evaluated further.

The 80/20 preferential procurement point system will be applied as the project is estimated to be more than R30 000.00.

Stage 2 – Price and Specific Goals

Price	-	80 point
Specific goals	-	20 points

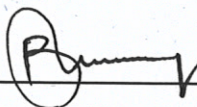
“On the 04 November, the minister of Finance gazetted new Preferential Procurement Regulations (2022 Regulations) under the Preferential Procurement Policy Framework act, 2000 (PPPFA), this was aimed at aligning the regulations to the February 2022 Constitutional Court judgement. That judgement ruled that the Minister exceeded his powers in prescribing the 2017 Regulations. The Public Procurement Bill is being finalized, which will empower the Minister of Finance to set preferential procurement, the 2022 Regulations repeal the 2017 Regulations and take effect on the 16 January 2023”

SPECIFIC GOAL POINTS BREAKDOWN

SPECIFIC GOALS	PREFERENCE POINTS ALLOCATED OUT OF 20	DOCUMENTATION TO BE SUBMITTED BY BIDDERS TO VALIDATE THEIR CLAIM FOR POINTS
Black ownership: An EME or QSE which is at least 51% owned by black people	8	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond to be awarded points)
Women ownership: An EME or QSE which is at least 51% owned by women	4	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond to be awarded points)
Youth ownership: An EME or QSE which is at least 51% owned by youth. (Up to 35 years of age)	4	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond to be awarded points)
Disability: An EME or QSE which is at least 51% owned by people with disability	2	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond to be awarded points) Medical certificate SASSA registration or confirmation of disability from a relevant authority.
Locality: Located in the OR Tambo District municipality, Alfred Ndzo District Municipality, and the Joe Gqabi District Municipality	2	<ul style="list-style-type: none"> Municipal rates account OR Letter from councilor confirming residence or Lease Agreement
Non – submissions	0	<ul style="list-style-type: none"> No points will be claimed if the bidders failed to submit the required documents

NB: SPECIFICATION ATTACHED

SIGNATURE



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Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

Construction and maintenance of the College Website for a period of twelve (12) months.

FUNCTIONALITY		REQUIRED EVIDENCE	POINTS ALLOCATION
1.Experience			
(a) Number of clients (contactable references) or list of similar projects that the bidder has successfully undertaken in the past five years.			
5 or more clients with reference letters	50	A minimum of at least three reference letters from satisfied previous clients that have been serviced in the past five years should be provided; the submission must be on the relevant client's letterhead and signed. Each reference letter should be accompanied by a signed appointment letter. Contact details of clients should also be provided. NB: 0 points will be claimed where submitted clients/ references cannot be contacted and reference letter.	50
3 - 4 clients with reference letters	40		
1- 2 clients with reference letters	30		
0 - 1 clients with reference letters	0		
2. Expertise			
(a) Facilitator's experience, and relevant qualifications			
5 to more years of experience and qualifications	30	Attach CV and copy of certified qualifications not later than six (06) months of National Diploma on ICT Business Application or any relevant qualification (including a certified copy of an Identity Document) showing at least three years' experience in leading similar projects.	30
3 to 4 years' experience and qualifications	10		
0 to 2 years' experience and qualification	0		
3. Methodology / Project Implementation Plan			
Methodology and approach are fully adequate to meet the requirements of the given task.	20	Appropriateness of the tools used by the organization and how they will satisfy the requirements of the assignment. Setting out the plans to manage works which should include the process for the taking and handling back of work areas for each shift. The Service provider has to demonstrate knowledge of activities outlined in the project. Time frames of the project along side stipulated flow of the work/project.	20
Methodology and approach cover minimum requirement.	10		
Inadequate methodology and approach to meet the College needs.	0		
TOTAL			100



Specification for Website, System data backup and Domain Hosting

1. Scope of Work

Overview: This Request for Proposal (RFP) invites quotations from suitably qualified and experienced suppliers to provide comprehensive website maintenance and upgrade services for

Ingwe College. The project aims to enhance the website's functionality, security, and user experience across various devices.

1.1 Website Maintenance and Upgrade

- **Comprehensive Maintenance and Upgrade:** Conduct ongoing maintenance and upgrades to improve the website's performance, reliability, and security.
- **Advanced Responsive Design:** Ensure full responsiveness for optimal viewing across desktops, tablets, and smartphones.
- **Preview Functionality:** Implement a robust preview button for administrators to review changes before publishing.
- **Service Provider Migration:** Manage seamless migration of website services with minimal downtime.
- **CMS Implementation:** Deploy an intuitive Content Management System (CMS) for efficient management and preview of content changes.
- **Framework Development:** Utilize a modern web development framework for scalability, maintainability, and future-proofing.
- **Enhanced Security Measures:** Implement comprehensive security measures, including DDoS protection, firewall configurations, and regular audits.
- **Device Accessibility:** Ensure the website is accessible on various devices, including notebooks, PCs, tablets, and smartphones.
- **SEO and Analytics Compliance:** Ensure full SEO compliance and integrate tools like Google Analytics and Google AdWords.

1.2 Administrator Functionalities

- **Robust Content Management:** Enable easy creation, editing, and deletion of pages, with preview and unpublish options.
- **Training and Support:** Provide comprehensive video tutorials for admin panel functionalities.
- **Password Security Protocols:** Enforce strong password policies with regular updates.
- **Dynamic Content Handling:** Facilitate dynamic image uploading and management.

1.3 Control Panel Functionalities

- **Advanced Page Builder:** Include options for creating multi-page menu items.
- **Interactive Homepage Slider:** Implement a dynamic banner system for the homepage.

- **Photo Gallery Management:** Create mini photo galleries with thumbnail and enlarge viewing options.
- **Downloads and Links Management:** Simplify the management of downloadable content and external links.
- **Tenders Page:** Allow uploading of up to 10 documents per tender.
- **Financials & Investor Relations:** Provide functionality for uploading annual financial reports.
- **Career Opportunities Section:** Enable posting of career opportunities with external job portal links.
- **Enhanced Contact Us Page:** Develop an online contact form with Google Recaptcha integration.
- **Google Maps Integration:** Incorporate Google Maps for each division.
- **Events Calendar Management:** Implement a comprehensive events calendar.
- **Insights & Useful Links:** Provide a section for insights and useful links.

1.4 Main Administrator Responsibilities

- **Restricted Access Uploads:** Designate a main administrator to upload specific items to the control panel, preventing editing by sub-administrators. Items include:
 - Press articles
 - Homepage advertisements
 - PAIA Manual
 - Code of Ethics
- Disclaimer
- Social Media Links
- Company Brochure

1.5 Security Requirements

- **Prohibited Frameworks:** Avoid third-party open-source CMS like WordPress, Drupal, Joomla, and others listed.
- **Preferred Technologies:**
 - **Backend Development:** PHP 8.2 minimum.
 - **Database Management:** MySQL 5.5.6 minimum
 - **Frontend Technologies:** HTML5, CSS3, and JavaScript frameworks (React.js, Angular, Vue.js).
 - **CSS and JS Libraries:** Bootstrap or Tailwind CSS, and libraries like jQuery.
 - **WYSIWYG Editors:** Froala or Redactor.
 - **Security Libraries:** OWASP ZAP or Snyk.
 - **Authentication and Authorization:** OAuth 2.0 or JWT
 - **Data Encryption:** SSL/TLS and AES.
 - **Monitoring and Logging:** ELK Stack or Grafana.
 - **Operating System:** Latest version of Ubuntu Linux.
 - **Open-Source Technologies:** Nginx or Apache, Git, Jenkins or GitHub Actions.
 - **Compliance and Best Practices:** Ensure SEO compliance, WCAG 2.1 accessibility standards, performance auditing with Lighthouse, and CDN services like Cloudflare.

1.6 Cloud Partnership Provider Capabilities

High Availability (HA):

1. Redundancy across multiple data centers.

Central Office Rabo Campus Village Mount Erere Tel: 032 940 2142	Mount Erere Campus Carrick Road Mount Erere Tel: 032 940 2142 ext 200	Ngungun Campus Ngungun Road Luskville Tel: 032 940 2142 ext 300	Siteko Campus Mhlanga Village Siteko Tel: 032 940 2142 ext 400	Malubi Campus MS Road Malubi Tel: 032 940 2142 ext 500	Mt Fletcher Campus Pheasant Area Mount Fletcher Tel: 032 940 2142 ext 600
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2. Minimum 99.9 % uptime guarantee.
3. Scalability for varying workloads.
4. Automated load balancing.
5. Continuous monitoring with real-time alerts.

Security:

1. End-to-end encryption for data.
2. Compliance with industry standards (ISO 27001, POPIA).
3. Robust identity and access management policies.
4. Defined and tested incident response plan.
5. Regular security audits.

Performance:

1. Low latency and high bandwidth.
2. Efficient resource allocation.
3. Application Performance Monitoring (APM)

Support and Management:

1. 24/7 technical support.
2. Dedicated account management.
3. Access to dashboards and management tools.

2. Contract and Training

- **Contract Duration:** 12-month contract for ongoing maintenance and support.
- **Technical Assistance:** Provide prompt technical assistance as required.
- **Staff Training:** Conduct comprehensive training for two college staff members on website and content management.

2 System Data Back Up

- a. Back up Finance systems on cloud
- b. Backup all user devices on cloud
- c. Daily back up with proof
- d. Unlimited back up cloud space
- e. 24/7 support unlimited

Domain hosting and configuration

Host our domain ingwecollege.edu.za on your server
 Configure our domain and protect it
 24/4 unlimited support
 Unlimited space

Period : 12 months

Prepared By: NS Magwala

Date: 13 January 2026

Central Office Babanango Village Mount Fries Tel: 030 240 2142	Mount Fries Campus Caroline Road Mount Fries Tel: 030 240 2142 ext 300	Noqungoushe Campus Mamba Road LUSANKI Tel: 030 240 2142 ext 300	Siteto Campus Mamba Village ACHIM Tel: 030 240 2142 ext 400	Mafuti Campus Mafuti Road Mafuti Tel: 030 240 2142 ext 500	Mt Fletcher Campus Hospital Area Mount Fletcher Tel: 030 240 2142 ext 800
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