



REQUEST FOR PROPOSALS: APPOINTMENT OF A SUITABLE SERVICE PROVIDER FOR RENTAL, SUPPLY, DELIVER AND MAINTENANCE INCLUDING WARRANTY OF RUGGED TABLETS FOR A PERIOD OF THREE (3) YEARS.

RFP NO.: NHBC 14/2020

CLOSING DATE: 18 MARCH 2021

TIME: 11:00AM

NO BRIEFING SESSION

1. TERMS AND CONDITIONS

This Request for Proposal (RFP) has been compiled by the NHBRC and it is made available to the Bidders on the following basis.

Bidders submitting a Bid in response to this RFP are deemed to do so, on the basis that they acknowledge and accept the terms and conditions set out below:

- 1.1 The Bidder must be registered on the National Treasury's Central Supplier Database ("the CSD") and ensure that, if it is successful, it remains so registered and further ensure that the information on the CSD is up-to-date for the duration of the contract.
- 1.2 The Bidder must ensure that it is tax compliant at the time of submitting its bid in response to this RFP, and if it is successful, it remains tax compliant for the duration of the contract. In this regard, the Bidder undertakes to provide the NHBRC with a Tax Clearance Certificate issued by the South African Revenue Services ("SARS") on an annual basis, confirming that it is tax compliant.
- 1.3 The NHBRC reserves the right to amend, modify or withdraw this RFP or amend, modify or terminate any of the procedures or requirements set out herein at any time (and from time to time), without prior notice and without liability to compensate or reimburse any person.
- 1.4 If the NHBRC amends this RFP, the amendment will be sent to each Bidder in writing or publicized as the case maybe. No oral amendments by any person will be considered or acknowledged.
- 1.5 The NHBRC reserves the right to carry out site inspections or call for supporting documentation in order to confirm any information provided by a Bidder in its RFP Bid.
- 1.6 This RFP is not intended to form the basis of a decision to enter into any transaction involving the NHBRC, and does not constitute an offer or recommendation to enter into such transaction, or an intention to enter into any legal relationship with any person.
- 1.7 A Bid submitted in response to this RFP will constitute a binding offer which will remain binding and irrevocable for a period of ninety (90) days from the date of submission to the NHBRC. The offer constituted by the Bid will be deemed not to have been accepted and no agreement will be deemed to be reached with any Bidder, unless and until a binding Agreement and other related transactions/documents are concluded between the NHBRC and the Preferred Bidder.
- 1.8 The distribution of this RFP outside the Republic of South Africa may be restricted or prohibited by the laws of other countries. Recipients of this RFP are advised to familiarize themselves with and comply with all such restrictions or prohibitions applicable in those jurisdictions, and neither the NHBRC, nor any of their respective directors, officers, employees, agents, representatives or advisors, accepts liability to any person for any damages arising out of or in connection with the breach of any restriction or provision outside the Republic of South Africa. Persons contemplating submitting a Bid are advised to obtain

legal advice as to the possible consequences thereof in terms of the law of the jurisdictions in which they are located.

- 1.9 Recipients of this RFP document may only distribute it to other parties whom they wish to involve as part of their Bidder consortium in submitting a Bid.
- 1.10 Neither the NHBRC nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting a Bid in response to the RFP.
- 1.11 No entity may be involved, whether directly or indirectly, in more than one Bid in response to this RFP. Failure to comply with this requirement may, within the sole discretion of the NHBRC, result in disqualification of the relevant entity.
- 1.12 Any material change in the control and/or composition of any Bidder or any core member of a Bidder after submission of a Bid, shall require the prior written approval of the NHBRC, and any failure to seek such approval from the NHBRC shall result in the NHBRC being entitled, in its sole discretion, to disqualify the relevant Bidder from any further participation in the Bid process. The NHBRC shall be the sole arbiter as to what constitutes a “material change in the control and/or composition of any Bidder”, and as to what constitutes a “core member of a Bidder” for purposes of such approval. Any request for such approval shall be made to the NHBRC’s Supply Chain Management (“SCM”) in writing and shall provide sufficient reasons and information to allow the NHBRC to make a decision. The NHBRC reserves the right to accept or reject any such request for approval at its sole discretion.
- 1.13 Briefing Session: There will be no briefing session. The sharing of information and clarifications of issues related to this Bid, as given by the NHBRC will form part of this Bid and responses.
- 1.14 Any requirement set out in this RFP that stipulates the form and/or content of any aspect of a Bid, is stipulated for the sole benefit of the NHBRC, and save as expressly stated to the contrary, may be waived by the NHBRC in its sole discretion at any stage in the RFP process.
- 1.15 The NHBRC and its advisors shall rely on a Bid as being accurate and complete in relation to the information and proposals provided therein by the Bidders.
- 1.16 All Bids submitted to NHBRC will become the property of the NHBRC and will as such not be returned to the Bidder. The NHBRC will make all reasonable efforts to maintain proposals in confidence. Proprietary information should be identified as such in each proposal.
- 1.17 The Bid submitted by the bidder shall be considered irregular if they show any omissions, alteration of form, additions, or conditions not called for, or irregularities of any kind. However, the NHBRC reserves the right to waive any irregularities and to make award in the best interest of the company.
- 1.18 Bids must only be submitted on documentation provided by the NHBRC. Late, emailed, faxed and telegraphic bids will not be considered.
- 1.19 The NHBRC reserves the right to accept or reject the Proposal.
- 1.20 RFP’s shall be rejected, among other reasons, where Bids are received after the closing date and time as specified in the RFP.

- 1.21 Potential service provider(s) shall be disqualified and their Bids not considered among other reasons, for any of the following specific reasons:
- 1.21.1 If the SCM Mandatory Documents are not submitted and completed as per this RFP; and/or
 - 1.21.2 The Bid contains irregularities.
- 1.22 The NHBRC reserves the right to require that any bidder provide a formal presentation of its RFP at a date and time to be determined by the NHBRC. The NHBRC shall provide all instructions and clarification regarding the purpose and scope of the presentation. All expenses must be borne by the bidder.
- 1.23 All costs associated with the preparation and submission of the Bid is the responsibility of the Bidder. The costs shall not be chargeable to the NHBRC by successful or unsuccessful Bidder.
- 1.24 This document is released for the sole purpose of responding to this RFP and must be considered confidential. In addition, the use, reproduction or disclosure of the requirements, specifications or other material in this RFP is strictly prohibited.
- 1.25 All Bids must be formulated and submitted in accordance with the requirements of this RFP.

2. BACKGROUND

2.1 ABOUT THE NHBRC:

2.1.1 The National Home Builders Registration Council (NHBRC) is a regulator established in terms of section 2 of the Housing Consumers Protection Measures Act 95 of 1998 (“the Act”). Section of the Act provides that the objects of the NHBRC are to:

- (a) represent the interests of housing consumers by providing warranty protection against defects in new homes;
- (b) regulate the home building industry;
- (c) provide protection to housing consumers in respect of the failure of home builders to comply with their obligations in terms of this Act;
- (d) establish and to promote ethical and technical standards in the home building industry;
- (e) improve structural quality in the interests of housing consumers and the home building industry;
- (f) promote housing consumer rights and to provide housing consumer information;
- (g) communicate with and to assist home builders to register in terms of this Act;
- (h) assist home builders, through training and inspection, to achieve and to maintain satisfactory technical standards of home building;
- (i) regulate insurers contemplated in section 23 (9) (a); and
- (j) in particular, achieve the stated objects of this section in the subsidy housing sector.

2.2 NHBRC OFFICES

2.2.1 The NHBRC is a medium sized organization with a staff compliment of approximately 700 employees. The NHBRC's Head Office is located in Sunninghill, Gauteng, with nine (09) Provincial Offices of varying size and 12 Satellite Offices which are located in the following areas:

	NHBRC OFFICE LOCATIONS	#	NHBRC OFFICE LOCATIONS
1	Head Office, (Sunninghill)	13	Eastern Cape (East London) - Satellite
2	Gauteng (Sunninghill) – Provincial	14	Western Cape (George) - Satellite
3	Kwa-Zulu Natal(Durban) – Provincial	15	North West (Klerksdorp) - Satellite
4	Western Cape (Cape Town) – Provincial	16	Limpopo (Tzaneen) - Satellite
5	Eastern Cape (Port Elizabeth) – Provincial	17	Limpopo (Bela Bela) - Satellite
6	North West (Rustenburg) – Provincial	18	Mpumalanga (Witbank) - Satellite
7	Limpopo (Polokwane) – Provincial	19	Free State (Bethlehem) – Satellite
8	Mpumalanga (Nelspruit) – Provincial	20	North West (Mafikeng) – Satellite
9	Free State (Bloemfontein) – Provincial	21	Limpopo (Thulamela) – Satellite
10	Northern Cape (Kimberly) - Provincial	22	Gauteng (Pretoria) – Satellite
11	Kwa-Zulu Natal (Newcastle) - Satellite	23	Eric Molobi Innovation Hub (Soshanguve)
12	Kwa-Zulu Natal (Richards Bay) - Satellite		

2 INTRODUCTION

The National Home Builders Registration Council is mandated by the Housing Consumers Protection Measures Act, 1998 (Act No. 95 of 1998) to regulate the homebuilding industry and protect housing consumers. The NHBRC ensures that it delivers on its mandate by delivering on its products and services, and the key performance indicators that are contained in the organizational scorecard.

VISION

To be the Champion of the Housing Consumers.

MISSION

To Protect the Housing Consumers and to Regulate the Homebuilding Environment.

MOTTO

Assuring Quality Homes.

STRATEGY OF NHBRC

The strategy of the NHBRC is based on the following pillars:

- To ensure that housing consumers and home builders are educated on their rights and obligations.
- To entrench a culture of compliance through fair and efficient enforcement mechanisms
- To research and introduce innovative products, methods and technologies within the homebuilding industry.
- To maintain a sustainable warranty fund.

3 BUSINESS OVERVIEW

3.1 Purpose

3.1.1 The NHBRC seeks to rent (supply, delivery and maintenance) rugged tablets for the NHBRC Inspectors responsible for the onsite inspection of houses under construction within the national borders of South Africa.

3.1.2 The NHBRC inspectors are stationed across the twenty-three (23) Regional and Satellite offices are mostly mobile. This implies that the inspectors are frequently onsite performing inspections at the building site and less frequently at the offices to perform administrative responsibilities.

3.1.3 The rugged tablet must be able to operate the NHBRC applications and to accurately capture the details of an inspection. The rugged tablet must be capable to function without failure during the daily operation of their inspections, e.g. lengthy battery life sufficient to perform their work.

3.1.4 The minimum technical specification that bidders are sought to offer are contained in Annexure A.

3.1.5 Bidders to take note that the preliminary successful bidder will be required to participate in a Proof of Concept (POC) to fully test the rugged tablet to be suitable as per the specification. Details of the required test are listed in Annexure A.

3.1.6 In order to complete the above POC bidders will be required to provide the NHBRC technical team. The technical team will prepare the device with the correct configuration and software and test the device against the criteria set out in Annexure A.

4 OBJECTIVE

- 4.1 The NHBRC Inspectorate is required to supply the Inspectors workforce with the required tools of trade to perform their inspections. For this primary reason, the inspectors require rugged tablets that are reliable and can perform as per Annexure A, execute NHBRC applications and be able to provide connectivity to NHBRC network using Wi-Fi and mobile communication.
- 4.2 This will assist the business to meet statutory obligations of inspecting enrolled homes.

5 SCOPE OF WORK

- 5.1 The successful bidder will be required to have a national footprint to supply, deliver and maintain rugged tablet devices for the inspectorate use at the twenty-three (23) NHBRC offices.
- 5.2 The NHBRC expects to acquire rugged tablets as and when required. For this reason, the bidder is required to provide the cost per unit in Annexure B.
- 5.3 Currently the number of inspectors is 200.
- 5.4 The successful service provider will be required to provide ordered tablet devices. The successful bidder will be provided with the quantities that are to be delivered at specific offices and the bidder is expected to perform repairs to the devices at the inspectors reporting office, e.g. George.
- 5.5 The service provider must provide a tablet to Head Office where an image will be prepared. The service provider is required to pre-load the image on all the devices.
- 5.6 The service provider is expected to provide their own fully comprehensive insurance towards the tablet devices.
- 5.7 The service provider will be required to provide NHBRC with proof of insurance on delivery of the devices.
- 5.8 Maintenance must at a minimum include the following:
 - 5.8.1 Breakage replacement
 - 5.8.2 Power and battery replacement
 - 5.8.3 Accessory replacement
- 5.9 The rugged device must be repaired within two (2) working days after the call has been logged and acknowledged.
- 5.10 Provide the NHBRC with a monthly report listing the calls logged date, repair date, device, detail on the repair and the occurrence of a repair logged for the device.
- 5.11 The tablets must be able to or have:
 - 5.11.1 Work seamlessly with the inspector mobile SAP application
 - 5.11.2 Capable to run MS Windows 10 Enterprise and MS Office 365 or higher.

6 KEY ROLE PLAYERS NHBRC

6.1 The primary users will be the NHBRC inspectors.

6.2 The secondary interested party is the NHBRC Information Services Department.

7 DURATION

7.1 The rental contract period for the rugged tablets will be for a period of three (3) years.

8 TECHNICAL DATA TO BE SUBMITTED BY BIDDER

8.1 General Information:

8.1.1 The NHBRC requires the Goods or Services of interested and competent organisations or companies that are experienced in the supply, support and maintenance of rugged tablets and the Service Provider is expected to provide proof of expertise.

8.2 Requisites of the Service Provider:

8.2.1 A detailed proposal:

- Understanding of terms of reference.
- Quality Assurance measures (process and control).
- Summary of projects executed and completed in the last three years.
- Detailed Pricing Schedule per Device (Refer to Annexure B for pricing schedule as attached on this document)

8.3 Documents to be submitted:

8.3.1 At least (3) projects the bidder has completed in the last five (5) years. The bidder must submit a summary of the projects in the format presented below:

Name of Project	Project Description	Project Period (Start date – End date)	Contract Value (incl. VAT)	Client Name	Client Contact Tel

8.3.2 Provide project details of three (3) of your projects that were successfully completed in the last five (5) years in the format below. For each of these three (3) projects a 'happy' letter of successful completion of the project must be provided by the client, on the client's letterheads, and signed off by an authorised delegate employee of the client.

Name of project: Name of Client: Client Contact Details Contact person: Role in Project: Contact Tel No: Contact Cell: Project Start Date: Project Completion Date: Contract Amount (incl. VAT): Summary of Project (maximum 200 words). Note: Please attach a reference letter from the client indicating successful completion of the project as per the client's brief.
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8.3.3 Expertise and experience of key personnel.

8.4 Suitably qualified and experienced technical personnel must be assigned to this project. Please complete a summary detail of the main Project Team in the format shown below:

PROJECT TEAM			
Full Name	Current Academic Qualifications*	Key Area of Specialization	Years of Experience in the industry

**Please attach recently certified copies of academic qualifications not older than six (06) months.*

Note, in addition please provide the following:

- CV for each of the project team members highlighting specific and relevant qualifications and experience.
- Key personnel may only be replaced by the personnel with similar expertise over the life of the contract and written permission must be obtained from the NHBRC.

9 TECHNICAL AND PRICE EVALUATION CRITERIA

9.1 In accordance with the NHBRC Supply Chain Management Policy, the bid evaluation process shall be carried out in four (4) stages namely:

9.1.1 Stage 1: Compliance check of Mandatory Requirements

9.1.2 Stage 2: Tablet meeting the minimum requirement of the NHBRC

9.1.3 Stage 3: Functional Evaluation Criteria

9.1.4 Stage 4: Price and Preference Points Evaluation

Stage 1: Compliance check of Mandatory Requirements

DOCUMENTS TO BE SUBMITTED			
No.		Please note; the items marked with an (X) are mandatory requirements and failure to meet the requirements will result in your bid being disqualified.	Yes/No
1.		Valid B-BBEE Status Level or Copy/Sworn affidavit signed by the Commissioner of Oaths on the DTI template.	
2.	X	SBD1 Invitation to bid, make sure it is completed and signed.	
3.	X	SBD 3.1 - Pricing Schedule. (Firm Price)	
4.	X	Annexure B Pricing schedule (including a detailed costing breakdown of all costs and escalation per annum)	
5.	X	SBD 4 Declaration of interest make sure it is completed and signed.	
6.	X	SBD 6.1 Preference Claim Form should be completed and signed, regardless if points are claimed or not.	
7.	X	SBD 8 Declaration of Bidder's past supply chain management practices should be completed and signed.	
8.	X	SBD 9 Certificate of independent bid determination should be completed and signed.	
9.	X	Bidders must fully comply with Annexure A	
10.		Accreditation certificate from ICASA must be provided	
11.		Copy of original equipment manufacturer (OEM) must be provided	
12.		CSD/Central Supplier Database supplier number Report	
13.		General Conditions of the contract (GCC).	

Stage 2: Tablet meeting the minimum requirement of the devices

The devices must meet the minimum requirements as per the annexure A, failure to do that will automatically lead to the disqualification.

Stage 3: Functionality in terms of the set technical evaluation criteria

The evaluation of the functional/ technical detail of the proposal will be based on the following criteria:

Functional Factors	Criteria Description
1.Number of years supplying rugged tablets	At least five (5) years' experience the company has been supplying rugged tablets and support services. Company profile must clearly indicate the number of years in business providing supplying rugged tablets.
2. Client references	At least three (3) contactable references where the company has been supplying rugged tablets and support services. Provide client testimony on the devices and services provided.

Proposals with functional/technical points that are less than minimum threshold of 70 points will be eliminated from further evaluation.

Track Record

A completed list of relevant projects that were successfully completed within the supply, support and maintenance of rugged tablets in the past five (5) years, or underway projects with at least three (3) references signed off by the accounting officer or his/her delegated is required.

Bids must fully comply with all the Mandatory Requirements for the Stage 1: Compliance check of Mandatory Requirements in order to qualify for Stage 2: Functional Evaluation and those bids which failed to comply with all the requirements of Stage 2 will be invalidated or disqualified from the process.

The Bidders information will be scored according to the following points systems:

The following values will be applicable when evaluating the bid

Member score for criteria

_____ X **Weight per createria** = **Total Score per createria**

Highest points for criteria

5=Excellent 4=Very good 3= Good 2= Average 1= Poor 0= Non-compliance

Item No	Evaluation Criteria	Description	Weight (%)
1	Number of years the provider supplying, supporting and maintaining rugged tablets	<p>At least five (5) years' experience the company has been supplying, supporting and maintaining rugged tablets. Company profile clearly indicating the number of years in business providing rugged tablets</p> <p>Bidder Experience</p> <p>0 Years' Experience = 0 Points 1 Year Experience = 1 Point 2 Years' Experience = 2 Points 3 Years' Experience = 3 Points 4 Years' Experience = 4 Points 5 Years' Experience = 5 Points</p>	45
2	Client References	<p>The service provider must provide three (3) positive written contactable references indicating the supplying, supporting and rendered, supported by appointment letter.</p> <p>The reference letters from the clients of a bidder must include:</p> <ul style="list-style-type: none"> • Company name • Company letterhead • Contact person and contact telephone numbers • The letter must be signed by a duly authorised person <p>Bidders Reference Letters</p> <p>0 reference letter= 0 Points 1 reference letter = 1 Point 2 reference letters = 2 Points 3 reference letters = 3 Points 4 reference letters = 4 Points 5 reference letters = 5 Points</p>	55

Technical Assessments' minimal acceptable requirements on Functionality

TOTAL SCORE = 100

After considering the mandatory compliance criteria, a bidder is considered to have passed Stage 3 (Functional Requirements) if the TOTAL score is equal to, or greater than 70 points

Stage 4: Price and Preference Points Evaluation

Only bids that obtained a minimum qualifying score (**70 points**) for **Stage 3 (Functional Requirements)** will be evaluated further.

The contract will be awarded in terms of Regulations 4 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and Preferential Procurement Regulations, 2017 and bids will be adjudicated in terms of a (80/20) preference point system in terms of which points are awarded to bidders on the basis of:

80/20 Preference point system (for acquisition of services, works or goods with a Rand value not more than R 50 million) (all applicable taxes included)

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where;

P_s = Points scored for comparative price of bid or offer under consideration

P_t = Comparative price of bid or offer under consideration

P_{min} = Comparative price of lowest acceptable bid or offer.

The points scored will be rounded off to the nearest two decimal places.

The points will be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

BBBEE Level	80/20
Level 1	20
Level 2	18
Level 3	14
Level 4	12
Level 5	8
Level 6	6
Level 7	4
Level 8	2
Non-Compliant Contributor	0

The points scored for price will be added to the points scored for B-BBEE status level to obtain the Bidders total points scored out of 100 points.

NB: After considering Price and BEE points top three bidders will be requested to provide the NHBRC with three proposed devices/Tablets for testing before final award.

Bidders are requested to submit the devices within five working days on request

10 RFP SUBMISSION INSTRUCTIONS

10.1 All RFP documents must be sealed in a clearly marked envelope and deposited into the tender box at the **NHBRC HEAD OFFICE: 27 LEEUWKOP ROAD, SUNNINGHILL, JOHANNESBURG.**

11 AVAILABILITY OF THE RFP DOCUMENT

11.1 Bid documents can be downloaded on the NHBRC Website (www.nhbrc.org.za/current-tenders) from **26 February 2021.**

11.2 There will be no briefing session

12 RFP CLOSING DATE

12.1 Bid documents should be marked for Attention: Supply Chain Manager and deposited into the Bid boxes at the NHBRC National Office, 27 Leeuwkop Road, Sunninghill on or before **18 March 2021 at 11h00.** No emailed or faxed bids will be accepted. The bid document should be supplied in a sealed envelope and clearly marked (**Copy or Original**) with the bid number and the full name of the service provider(s).

12.2 No late submissions will be accepted.

13 VALIDITY PERIOD OF BIDS

13.1 All bids submitted by the bidders must be valid for a period of 90 days from the closing date specified above.

14 ENQUIRIES SHOULD BE DIRECTED TO BOTH:

14.1 The administrative enquiries may be directed to:

Department: Supply Chain Management
Contact Person: Ms. Paballo Relela / Mr. Bernard Kekana
E-mail address: Tenders@nhbrc.org.za

15 SUBMISSIONS OF PROPOSALS

- 15.1 Submission of bid MUST include **one** (1) original and **three** (3) copies of the proposals in a clearly marked (**Copy or Original**) envelope and deposited into the Bid box.
- 15.2 All costs and expenses incurred by the Bidder relating to the participation in, and preparation of this proposal process shall be borne by the Bidder exclusively. All documentation and manuals submitted in respect of this RFP shall be retained by NHBRC, whether or not the proposal is accepted.

Annexure-A Rugged Tablet – Minimum Requirements

Bidders are required to complete and must comply with all Annexure A- below

	<u>Minimum Required Items</u>	<u>Comply</u> <u>Yes/No</u>
A 1	Minimum 7" to maximum 8"	
A 2	Windows 10 Pro (upgradeable to W10 Enterprise)	
A 3	IP65 Rated	
A 4	Vibration and Military Grade Drop Test Standard (MIL-STD-810G)	
A 5	Ergonomically Design	
A 6	Hot-Swap Battery +1 with Dual battery option and AC power adaptor	
A 7	Clarity indoors and outside in direct sunlight	
A 8	Rain and glove touch sensitive screen	
A 9	Audio Speaker	
A 10	Wi-Fi 802.11 ac, a/b/g/n 2.4 GHz and 5 GHz	
A 11	3G/4G (LTE) capability (5G optional)	
A 12	Highly accurate GPS recording. Capability to add the GPS coordinates to the photo metadata.	
A 14	Memory - 4 GB RAM/64 GB ROM (Must operate W10 Pro and Enterprise)	
A 15	Supports 128GB Micro SD card (minimum)	
A 16	1 slot for SIM card	
A 17	Three (3) Year NHBRC onsite warranty and support	
A 18	HD webcam	
A 19	Headphone out / mic-in Combo x 1 DC in Jack x 1	
A 20	USB 3.0 (9-pin) x 1 , USB 2.0 (4-pin) x 1	

A 21	8M pixels auto focus rear camera and flash x 1	
A 22	5M pixel front camera	
A 23	Stylus	
A 24	Hand Strap	
A 25	Messenger style carry bag	

ANNEXURE-B (PRICING SCHEDULE PER DEVICE (UNIT))

Pricing Table: Bidders must comply with the following requirement when calculating their price.

Note: All prices must be inclusive of VAT.

Service Description	Year 1	Year 2	Year 3	Total
Supply (Once Off)				
Maintenance and Support				
Maintenance and Support				
Insurance				
Total				
Total (Incl VAT)				