

HEAD OFFICE

Hosken's House
45 Mooi Street
Johannesburg
2091
Private Bag X105
Melville, 2109
Tel: (011) 372 3300

EASTERN CAPE

Waverley Office Park
3 - 33 Philip Frame Road
Chiselhurst
East London, 5200
Tel: (043) 726 8314
Fax: (043) 726 8302

FREE STATE

Regus Bloemfontein
Unipark Building
Vodacom Lane, Nobel Str
Brandwag
Bloemfontein 9301
Tel: (051) 430 5072
Fax: (051) 430 5080

GAUTENG

112 Main Street
9th Floor
Marshalltown
Johannesburg CBD
Tel: (011) 403 1301/2/3/6
Fax: (086) 614 8781

KWAZULU-NATAL

Kent House
1 Neptune Road
Westville
Durban, 3629
Tel: (031) 304 5930
Fax: (031) 301 9313

LIMPOPO

89B Biccand Street
Polokwane
0700
Tel: (015) 295 9303
Fax: (015) 295 9301

MPUMALANGA

Streak Office Park
6 Streak Street
Block B, 1st Floor
Nelspruit, 1201
Tel: (087) 352 7108
Fax: (013) 752 2917

NORTHERN CAPE

Monrio Corporate Park
Monument Heights
10 Oliver Road
Kimberly
Tel: (053) 832 0051/ 2
Fax: (053) 832 0047

NORTH WEST

Sparkling Office Park
78 Retief Cnr Peter
Mokaba Street
Potchefstroom, 2531
Tel: (018) 294 5280
Fax: (018) 294 5719

WESTERN CAPE

Sunbel Building
2 Old Paarl Road
Office 205, 2nd Floor
Belville, 7530
Tel: (021) 946 4022
Fax: (021) 946 4043



Education, Training and Development Practices Sector Education and Training Authority

BID NO: SCMU: 03- 2026/27

REQUEST FOR BIDS

TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY TRENDMICRO LICENSES

1. INTRODUCTION

The Education Training and Development Practices Sector Education and Training Authority (ETDP SETA) is a public entity established in terms of Section 9(1) of the Skills Development Act, No. 97 of 1998 to advance skills levels in accordance with the National Skills Development Plan (NSDP). The Mandate of the ETDP SETA is to promote and facilitate the development and improvement of the skills profile of the sector's workforce to benefit employers, workers and employees in the ETD sector.

The ETDP SETA will not host a briefing session for **BID NO: SCMU: 03 – 2026/27 - appointment of a service provider to supply TrendMicro Licenses for ETDP SETA**. Interested service providers may however submit questions to tenderers@etpseta.org.za within ten (10) days of the publication of this tender.

2. PURPOSE & OBJECTIVES OF THE PROJECT

PURPOSE

The ETDP SETA is looking for a certified service provider to supply TrendMicro licences for a period of 36 months.

OBJECTIVES

TrendMicro software enables the ETDP SETA to strengthen protection against advanced cyber threats through multi-layered security while providing comprehensive coverage across endpoints, networks, servers, and cloud environments. TrendMicro will assist in reducing cyber-risk exposure, improve operational efficiency, and ensure that the organisation remains resilient against evolving threats.

The information in this communication is confidential and may be legally privileged.

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3. BACKGROUND

Over the years the ETDP SETA has made investments in IT security products through implementation of various products which include TrendMicro products. On an annual basis, the ETDP SETA is expected to procure annual licenses for continued use of the products. To speed up the procurement processes, ETDP SETA is looking for a service provider to license the products over a 3-year period. However, subscription will be done annually through the appointed service provider.

4. REQUIREMENTS

The bidders are required to supply ETDP SETA with TrendMicro licenses as follows:

Item	Item Description	Quantity
1	TrendAI Flex (credits): Renew, Non-Profit, 36 month(s), 1-999999999	171945
2	TrendAI Flex (credits): Additional, Non-Profit, 33 month(s), 1-999999999 (Co-term)	160626
3	Managed XDR, Endpoints, Servers & Cloud Workloads (Messaging included): Renewal: Renew, Normal, 36 month(s), 51-250	247
4	TippingPoint 5600TXE HW + Support 3Yr - 36 Months Year	1
5	TippingPoint SMS H5 HW (Dell) + Support 3Yr - 36 Months - Managed Console	1
6	TippingPoint 500Mbps TPS Inspection License + Threat DV + TLS inspection + Support + DV - 36 Month	1
7	TM V1 Platform Administration and Management Services 1 - 5,000 devices: New, Normal, 36 month(s), 1-1	1
8	TippingPoint TXE IO Module 6-Segment Gig-T Bypass	1

5. COSTING MODEL (PRICING SCHEDULE)

The Bidders are required to provide the following:

- A quotation covering requirements listed below.

Item	Quantity	Once-off costs	Year 1	Year 2 (Include price escalation)	Year 3 (Include price escalation)	Total (excl VAT)
TrendAI Flex (credits): Renew, Non-Profit, 36 month(s), 1-999999999	171945					
TrendAI Flex (credits): Additional, Non-Profit, 33 month(s), 1-999999999 (Co-term)	160626					
Managed XDR, Endpoints, Servers & Cloud Workloads (Messaging included): Renewal: Renew, Normal, 36 month(s), 51-250	247					

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TippingPoint 5600TXE HW (Once-off costs)	1					
TippingPoint 5600TXE HW Support 3Yr - 36 Months Year	1					
TippingPoint SMS H5 HW (Dell). (Once-ff costs)	1					
TippingPoint SMS H5 HW (Dell) Support 3Yr - 36 Months - Managed Console	1					
TippingPoint 500Mbps TPS Inspection License + Threat DV + TLS inspection + Support + DV - 36 Month	1					
TM V1 Platform Administration and Management Services 1 - 5,000 devices: New, Normal, 36 month(s), 1-1	1					

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TippingPoint TXE IO	1					
Module 6-Segment Gig-T Bypass (Once-off costs)						
Total						
Total						
VAT@ 15%						
Grand contract Value						

NAME OF BIDDER: _____

POSITION/ ROLE: _____

SIGNATURE: _____

All pricing shall be in South African Rand (ZAR). All items must be listed on the pricing schedule.

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Education, Training and Development Practices Sector Education and Training Authority

6. METHOD OF SUBMISSION

Bidders must submit a bid proposal on a USB stick, in a clearly marked envelope with bidder's details and bid reference number.

There must be three folders in the USB covering the following stages.

Folder A: Stage 1: Administrative Requirements.

Folder B: Stage 2: Mandatory Requirements.

Folder C: Stage 3: Price and Specific Goals.

It is the responsibility of the bidder to ensure that all relevant documents are included in the USB to ensure efficient evaluation of its proposal. ETDP SETA will not take any responsibility for any missing information in the tender submissions.

7. EVALUATION CRITERIA

The evaluation criteria for the assessment of the proposals will be based on both qualitative and financial aspects of the proposal. The bidders that meets the mandatory requirements will be evaluated on price and specific goals.

The Bid documents will be evaluated individually on a score sheet, by a representative of the evaluation panel according to the evaluation criteria indicated in the Terms of Reference.

THE ETDP SETA applies the provisions of the Preferential Procurement Policy Framework Act, ACT NO 5 OF 2000 and Preferential Procurement Regulations, 2022. The evaluation will be guided by ETDP SETA procurement policy.

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7.1. STAGE 1: ADMINISTRATIVE COMPLIANCE [Folder A (USB)]

Bidders will be evaluated on the submission of the requested administrative documents. Fully completed and signed forms with witnesses' signature must be submitted and all applicable boxes be ticked.

Description	Comply/Submitted
Completion of all SBD Forms: SBD 1 - Invitation to Bid SBD 4 - Declaration of Interest	
Completion in full of the General Conditions of Contract (GCC)	
Submit a "Unique security personal identification number (PIN) issued by SARS" which the SETA will use to verify the bidder's tax matters prior to the award	

7.2. STAGE 2: MANDATORY REQUIREMENTS [Folder B (USB)]

Failure to comply with these requirements will lead to disqualification from further evaluation.

Mandatory Requirement	Method of Evaluation
1. Bidder must submit a Trend Partner Program certificate confirming the bidder's registration status. NB: Confirmation certificate or letter from distributors will not be accepted	Original Equipment Manufacturer (OEM) certificate confirming the bidder's registration status. The certificate must be within a 12-month period from the month of issuance.
2. Bidder must submit a TrendMicro Letter authorizing the bidder to respond to this tender.	Original Equipment Manufacturer (OEM) letter confirming the bidder's authorisation to bid for the ETDP SETA tender.

7.3. STAGE 3: PRICE AND SPECIFIC GOALS [Folder C (USB)]

PRICING SCHEDULE DOCUMENTS

- Costing Model (**Price must be final, include VAT and signed**)
- SBD 6.1** - Preferential Points Claim Form in terms of the Preferential Procurement Regulations, 2022
- (**If claiming preferential points**) - **this will be used to verify points to be allocated for specific goals**

80/20 preference point system shall be applicable as follows:

✓ Price	80
✓ Allocation of specific goals	20

In order to facilitate a transparent selection process that allows equal opportunity to all service providers, the ETDP SETA will adhere to its policy on the appointment of service providers.

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8. BID CONDITIONS

The ETDP SETA Supply Chain Management Policy will apply:

1. ETDP SETA does not bind itself to appoint a bidder with the highest points.
2. ETDP SETA reserves the right to negotiate the bidder's price.
3. ETDP SETA reserves the right to cancel the bid and not award the bid to any of the bidders.
4. Bids which are late, incomplete, unsigned **will NOT** be accepted.
5. Bidders must submit a valid certified B-BBEE Certificate from SANAS Accredited Verification Agency or issued by Companies and Intellectual Property Commission (**CIPC**) or a signed Sworn Affidavit for allocation of points for specific goals.
6. Specific goals shall not be allocated where supportive documents as stated in the bid documents are not provided as stated in the bid document.
7. Bids submitted are to hold good for a period of **120 days**.
8. Companies who bid as a joint venture must submit a **consolidated B-BBEE Verification certificate prepared for this bid only**, from **SANAS Accredited Verification Agency** in order to be eligible for empowerment points. Companies who form part of this joint venture **MUST** provide an accreditation certificate with relevant authority as stated in Mandatory documents.
9. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor, sworn affidavit or a B-BBEE Certificate, together with the bid, will be interpreted to mean that points for specific goals for B-BBEE status level of contribution are not claimed.
10. Deregistered and blacklisted companies including directors/owners/individuals linked to the company will not be considered. Due diligence will be conducted with successful bidders to validate submitted information.
11. All suppliers must be registered on the Central Supplier Database. No bid shall be awarded to any supplier that is not registered on the Central Supplier Database.
12. Companies that are in the process of de-registration in the CIPC will not be considered.

9. DISCLAIMER

Protection of Personal Information Act 4 of 2013 (POPIA) and Promotion of Access to Information Act 2 of 2000 (PAIA) Disclaimer

1. *By submitting your proposal, you grant the necessary consent as you acknowledge that:*
 - *ETDP SETA treats data it gathers and personal information it collects, holds and/or processes as private.*
2. *Therefore:*

Your right to privacy and security is very important to us. The ETDP SETA as a responsible party treats personal information of data subjects as private and confidential. To that end, we collect personal information for the purposes set out in this document or otherwise the specific purpose(s) communicated to you.
3. *We may also use your information for a number of different purposes, for example to fulfil our legal and regulatory obligations of the SETA.*
4. *For more detailed information on how and why we may use your information, including the rights in relation to your personal data, and our legal grounds for collection, processing and using it, please view the ETDP SETA Protection of Personal Information Policy and Promotion of Access to Information Manual on our website: www.etdpseta.org.za "ETDP SETA PAIA Manual and POPIA Manual".*

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10. BID DOCUMENTS / PROPOSAL PACKS

Bid documents for participation will be available on national treasury e-portal as from **12h00** on **23 July 2026**.

Bidders must submit administrative, mandatory and financial proposals in **one (1) USB** clearly marked “**Folder A-Admin Compliance, Folder B-Mandatory Requirements “and “Folder C- Financial Proposal”**”.

The financial proposal will only be opened when the tender is responsive in Stage 2 or at the discretion of the ETDP SETA.

All Bids/Proposals **(completed in [one (1) USB] No hard copies will be accepted, the USB must be couriered or hand delivered to:**

**The ETDP SETA – Gauteng Provincial Office
112 Main Street
9th Floor
Johannesburg CBD
2091**

Submissions can be delivered into the tender box between **08h00 and 16h30 Monday to Friday BEFORE** the closing date and time of **11h00** on **17 August 2026**.

No late submission will be accepted!

11. CLOSING DATE

All Proposals should reach the ETDP SETA Offices on or before **11h00** on **17 August 2026**.

12. CONTACT PERSON

NO telephonic or any other form of communication relating to this bid will be permitted with any other ETDPSETA member of staff either by Bidders (as collective bidding team or individual of the bidding team), representative of Bidders, associates of Bidders, shareholders of Bidders, other than with the named individual stated below. ANY MEANS OF ATTEMPTING TO INFLUENCE THE ADJUDICATION PROCESS OR OUTCOMES OF THE ADJUDICATION PROCESS WILL RESULT IN IMMEDIATE DISQUALIFICATION OF THE ENTIRE BID. All enquiries regarding this bid must be in writing only and be directed to:

Supply Chain Manager: Email: Tenderers@etdpseta.org.za

Note: Blacklisted companies appearing on the National Treasury database and prohibited from conducting business with public entities will be disqualified.