
OFFICE OF THE PRESIDENT Netball South Africa Team Management, Scoring & Fan App

EXPRESSION OF INTEREST

Proposals for the appointment of a service provider to design, develop, implement and maintain an online registration of Suppliers by the Service providers on the NSA Database which should be interpreted into the existing and active Netball South Africa's Website.

Netball South Africa hereby invites all interested service providers that are interested to submit their proposals for consideration.

1. ABOUT THE NETBALL SOUTH AFRICA

Netball South Africa is a Non – Profit Organization that is the only custodian of Netball in South Africa with a mandate to develop its Council members, Players, Administrators, Umpires & Coaches, Associate Members, NSA- staff and related role-players in order to reach high level of professional and ensure that lives of ordinary netball people are changed for the better.

2. OBJECTIVE

- 2.1 To have a Database of Suppliers from difference Sectors around the Country where Service Provider can register themselves on the NSA Database.
- 2.2 To have a reliable and professional IT Service Provider that can design, develop, implement and maintain this System for Netball South Africa.

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Director Coaching: Annelie Lucas **Director Selections:** Ivy Khumalo
CEO: Modiegi Komane

3. PROPOSAL REQUIREMENTS: SPECIFICATIONS

Your proposal should demonstrate the following.

3.1 Executive Summary

In today's digital age, sports enthusiasts and teams require effective tools to manage players, organize matches, and keep track of scores effortlessly. We propose the development of a comprehensive Netball Team Management and Scoring App to meet these needs. This app will provide a one-stop solution for netball players, teams, and fans to streamline the management of players, track match scores, and stay updated on upcoming events.

3.2 Project Deliverables This includes:

- Registration portal
- Player/user portal for personal info
- Team management
- Admin portal
- Calander events
- Score page – by team with location filer
- National/provincial/local calendar
- Push notification
- Email notification
- Social calendar/posting from admins to appear on main screen

3.3 Service and maintenance

Service and maintenance include the following:

- Database monthly fee – hosted with AWS services
- Making sure that all functions work.
- Backend functionality and maintenance

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3.4 Proof of concept

We provide a proof of concept and basic design before development start in order to get all stakeholders involved. This is part of the project cost

3.5 Costing

The development cost of the entire app with all the features listed above should be submitted.

Within this period there is no additional subscription cost and development fee includes the domain hosting.

After the development fee has been paid in full the Maintenance fee will become active. This includes:

- Domain hosting. All our apps run through AWS which is a Tier 3 hosting service. This ensures you are always online and that your data is protected from malware and other unwanted hacks.
- Server maintenance. We constantly work on our back end to make applications faster and more reliable.
- Database changes. This includes all Database changes that are built as static options, for example provinces, cities or stadiums.
- Making sure that all functions work properly as intended and agreed upon, any bugs will be fixed by the team even after the development fee has been paid. The monthly cost for the service and maintenance should be submitted.

3.6 QUALIFICATIONS

Company is continually proven to be an industry leader for high quality/guaranteed product/service in the following ways:

- Hon Project Management
- PMP in Project Management

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4. SERVICE DELIVERY PRESCRIPTS

Appointed service provider will be expected to:

- Develop a project action plan outlining scope of work and timelines of milestones for delivery.
- Work with the different departments (NSA CEO, social media & Website Team) and meet regularly on issues concerning implementation of the project action plan in as far as presenting status of milestones of deliverables expected.
- Understand the agility and urgency of project's completion and working conditions befitting such agility and urgency in as far as meetings and delivery of scope is concerned.

5. REFERENCES

The following information should be included in the application:

- Proof of previous work in being appointed to design, develop, and complete a project of such nature of at least 3 testimonial letters outlining scope of work, contact persons and projects where work was done.
- Proof/Outline of detailed list of employment of human capital - in terms of personnel to be assigned to deliver the work at hand, along with CV's/bio's profiling of each of the teams in as far as experience, qualifications and highlights of expertise regarding projects handled so as to give credibility of competency to execute the work as the management team managing the project.
- A detailed budget in response to the proposal submitted showcasing how the proposal will be costed in line with the deliverables set and the set objectives.

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- The service provider is required to enter into a Service Level Agreement with NSA to perform all functions as set out herein or Terms of Reference and National Treasury General Conditions of Contract of 2010.
- All costs and expenses associated with the preparation of this proposal are the responsibility of the applicant, irrespective of whether the process is successful or completed.
- The documentation is an indication of Netball South Africa needs. It should not be seen as an exhaustive list of requirements. Netball South Africa expects the successful applicant to work with Netball South Africa to further define Netball South Africa's requirements and provide additional support as and when required.
- All information supplied by Netball South Africa in connection with this RFP shall be treated as confidential by prospective parties, except that such information may be disclosed so far as is necessary for the purpose of obtaining referees and information necessary for the preparation and submission of the RFP.
- Netball South Africa must be made aware of any potential conflicts of interest at the time of submitting a proposal.
- By submitting the RFP, Netball South Africa will assume that the Party has/have sufficient authority to enter into an agreement on behalf of the organization and work in South Africa on behalf of Netball South Africa
- Netball South Africa reserves the right to:
 - Amend the terms and conditions of the invitation to tender process,
 - Cancel the evaluation process at any stage.
 - Require the applicant to clarify its proposal in writing and/or provide additional information. (Failure to respond adequately may result in the application not being selected or proceeding to the next stage)

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- Cancel the RFP process completely.
- Reject all quotes and proposals.

7. FINANCIAL IMPLICATIONS

- Payments will be done as per the Service Level Agreement.
- The service provider/s should provide a detailed cost breakdown of the work to be undertaken as outlined.
- The service provider should provide rates should additional work be required.

8. ADMINISTRATIVE COMPLIANCE

- 8.1 Tax Compliance Certificate
- 8.2 Consideration of majority ownership of disadvantaged groups (women, youth people with disabilities and military veterans).
- 8.3 B-BBEE Level 4 or better
- 8.4 CSD registration with the National Treasury
- 8.5 Completed application form, **Annexure 1**
- 8.6 Signed Declaration of interest Document, **Annexure 2**
- 8.7 Company profile
- 8.8 CV's of all involved
- 8.9 CIPC document
- 8.10 Bank Account Confirmation Letter

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- 9.1 Suppliers responses can be submitted in electronic format and be e-mailed to the dedicated e-mail address as provided herein.
- 9.2 Electronic submission should be on generally acceptable/standard electronic file format (i.e Microsoft suite of products or pdf) to enable access thereto by NSA for purpose of evaluating responses received.
- 9.3 NSA e-mail Server is configured to receive e-mails with sizes up to **25MB**
- 9.4 Suppliers who want to submit hard copies may do so as follows:
 - 9.4.1 Drop their hard copies at the Netball South Africa Office at the address below.

846 Park Street
Arcadia
Pretoria

Drop offs can only be between 9h00 – 16h00, Monday to Friday
- 9.5 Netball South Africa reserves the right to withdraw any invitation to tender and/or re-advertise or to reject any tender or to accept a part of it.
- 9.6 Netball South Africa reserves the right to appoint any supplier or multiple suppliers based on its own unique set of selection criteria.
- 9.7 Netball South Africa reserves the right not to accept the lowest proposed rates in the RFP process and to reject any submission.
- 9.8 Netball South Africa will not enter any communication regarding appointment of a Service Providers and will not be obliged to provide reasons for bidders being unsuccessful.
- 9.9 The issue of this RFP does not imply that Netball South Africa is making an offer to do business with any Service Provider. Netball South Africa

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makes no commitment and has no obligation to purchase based on this RFP.

9.10 Netball South Africa considers all the information in this document to be confidential and should only be used for the purpose of this RFP.

9.11 The closing date for the submission of bids is **30 October 2023**. No late application will be considered. Application must only be sent to applications@netball-sa.co.za. Applications sent to any other e-mail address other than the one specified herein will be disqualified and will not be considered for evaluation.

10. CONDITIONS

10.1 Reasons for Rejection

- The NSA reserves the right to disqualify any submissions should they be incomplete or inadequate and proposal cannot prove without a doubt that they will deliver the product expected at the expected deadline.
- Prospective suppliers shall not contact NSA on any matter pertaining to their submission from the time the submissions were closed to the time all applications have been concluded.
- NSA shall reject the submission if the service provider has committed a proven corrupt or fraudulent act in competing for a particular contract.
- NSA may disregard any submission if that service provider, or any of its Directors:
 - ✚ Have abused the Supply Chain Management system of any Government Department or private company.
 - ✚ Have committed proven fraud or any other improper conduct in relation to such system.
 - ✚ Have failed to perform on any previous contract and the proof thereof exists.

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is restricted from doing business with the public sector if such a supplier obtained preferences fraudulently or if such supplier failed to perform on a contract based on the specific goals.

11. TIME-FRAME

1 Month

12. CLOSING DATE

30 October 2023

13. ENQUIRIES

For questions and queries regarding this RFP, you may contact:

Mr Bongani Mdunjana

Email Address: epg@netball-sa.co.za

Telephone: **012-3445971**

- ✓ The RFP evaluation process will be performed at the sole discretion of Netball South Africa. Netball South Africa reserves the right in its absolute discretion not to accept any proposals and quotations, whether such quotation is shortlisted or not.
- ✓ The shortlisting of potential service providers will be based on all information available to Netball South Africa at the time of the consideration of the shortlist.

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SERVICE PROVIDER APPLICATION FORM

Service Provider details:

Company/Supplier Name:	
Registration Number	
Income Tax Reference (SARS) Number	
CSD Number	
VAT Registration Number	
E-mail Address	
Telephone Number	

Postal Address

Physical Address

Postal code	Postal code

Main contact person in your company (Operational daily)

Name of Director 1 on Company documents	
Position	
Cellphone Number	
E-mail Address	
Gender	

Name of Director 2 on Company documents	
Position	
Cellphone Number	
E-mail Address	
Gender	

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Name of Director 3 on Company documents	
Position	



Cellphone Number	
E-mail Address	
Gender	

Banking Details

Bank Name	
Account Holder	
Type of Account	
Account Number	
Branch Code	

Area of operation

EASTERN CAPE	
DISTRICT	MARK (x)
Alfred Nzo	
Amathole	
Buffalo City	
Chris Hani	
Joe Gqabi	
Nelson Mandela Bay	
OR Tambo	
Sarah Baartman	
FREE STATE	
Fezile Dabi	
Lejweleputswa	
Mangaung Metro	
Thabo Mofutsanyana	
Xhariep	
GAUTENG	
Ekurhuleni	
Johannesburg	
Sedibeng	
Tshwane	
West Rand	
KWAZULU NATAL	
Amajuba	
Ethekwini	
Harry Gwala	

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Ilembe	
King Cetshwayo	



Ugu	
Umguhlathini	
Umkhanyakude	
UMZINYATHI	
Uthukela	
Zululand	
LIMPOPO	
Capricorn	
Vhembe	
Waterberg	
Sekhukhune	
Mopani	
MPUMALANGA	
Ehlanzeni	
Gert Sibande	
Nkangala	
NORTHERN CAPE	
Frances Baard	
John Taolo Gaetsewe	
Namakwa	
Pixley	
ZF Mgcawu	
NORTH WEST	
Bojanala	
Dr Kenneth Kaunda	
Dr Ruth Mompati	
Ngaka Modiri Molema	
WESTERN CAPE	
Cape Town	
Cape Winelands	
Central Karoo	
Eden	
Overberg	
West Coast	

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ANNEXURE 2



DECLARATION OF INTEREST



1. Any legal or natural person, excluding any permanent employee of Netball South Africa, may make an offer or offers in terms of this invitation. In view of possible allegations of favoritism, should the resulting Supplier Registration Form, or part thereof be awarded to:-

- (a) Any person employed by Netball South Africa.
- (b) Any person who acts on behalf of Netball South.
- (c) Any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of Netball South Africa, or
- (d) Any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

It is required that:

The Supplier or his/her authorized representative shall declare his/her position vis-à-vis Netball South Africa and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Supplier and a person employed by Netball South Africa in any capacity.

Does such a relationship exist? **[YES/NO]**

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

Name and Surname	
Position	
Office where employed	
Telephone Number	
Relationship	

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2. Failure on the part of a supplier to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, supra, exists.



3. In the event of a contract being awarded to a Supplier with an association as stipulated in paragraph 1, supra, and it subsequently becomes known that false information was provided in response to the above question, Netball South Africa may, in addition to any other remedy it may have:

- recover from Supplier all costs, losses or damages incurred or sustained by Netball South Africa as a result of the award of the contract; and/or
- cancel the contract and claim any damages, which Netball South Africa may suffer by having to make less favorable arrangements after such cancellation,

SIGNATURE OF DECLARANT

POSITION

DATE

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