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an agency of the
Department of Sport, Arts and Culture

INVITATION TO BID

Procurement and Installation of File Server and UPS REF. LM01/2021/03/ Server

BRIEF

The Luthuli Museum intends appointing a qualified / certified IT service provider to procure a new server, operating system for the new server, UPS for the new server and to facilitate the installation and configuration of the new server in conjunction with the Museum's current IT service provider. There are currently 21 active users on the server. The new server must accommodate for additional users in the future. The server is being used to store all user's local data, collection management software for archival data and financial management software.

Bid Ref. No:	REF. LM01/2021/03/ Server
Description:	Procurement and Installation of Server, Operating System for the server, UPS for the server, Installation and configuration of the server for the Luthuli Museum
Closing Date and Time:	07 MAY 2021 at 15h00
Tender Box Opening	07 May 2021 (15h00 – 16h30)
Compulsory Briefing Session:	20 April 2021 Luthuli Museum Gallery 08h30 – 10h00
Closing Date for questions / queries:	20 April 2021
Bid documents must be collected on or before:	20 April 2021 Bid Documents are obtainable from the Luthuli Museum on 09 – 20 April 2021 from 8:30am-16:00pm on weekdays Monday – Friday (excluding public holidays)
A non-refundable deposit of R300.00 is payable at the Luthuli Museum Bank Account OR Via electronic card payment at the Museum NO CASH WILL BE ACCEPTED	Account Holder: LUTHULI MUSEUM Branch Code: 220129 Account Number: 62080146733 Reference Number: REF. LM01/2021/03/ Server and Company Name
Inquiries (only written):	scmofficer@luthulimuseum.org.za financemanager@luthulimuseum.org.za
Submission of Bid Documents:	Hand Delivery Only Deposit at Luthuli Museum Tender Box 3233 Nokukhanya Luthuli Street Groutville, KWADUKUZA, 4450
	Submitted bid documents (1 original & 3 copies) must be in a sealed envelope marked for attention: Director: Luthuli Museum with the reference number clearly marked and deposited at the Museum reception in the tender box.
Tender Validity Period	90 Days