



Request for Proposal for a Student Information System

1. SCORING INFORMATION

The tender will be evaluated through four phases.

- a) The focus will be on identifying a strategic development partner capable of designing and building a customised solution that aligns with UJ's functional, scalability, and compliance requirements.
- b) The selected partner will collaborate closely with UJ to develop, integrate, and deploy the system within the existing ICT ecosystem. The partner will also provide change management and long-term support to ensure successful adoption and sustainability.

The evaluation will consist of the following phases:

- 1. **Phase 1** – Tender Administrative Compliance
- 2. **Phase 2** – Solution Evaluation: Proposal Documentation
- 3. **Phase 3** – Solution Evaluation: System Demonstration
- 4. **Phase 4** - Financial and B-BBEE

1.1. PHASE 1 – TENDER ADMINISTRATIVE COMPLIANCE

- a) Tender Administrative Compliance – providing all relevant and mandatory documentation

requested throughout the supplier registration process.

- b) The UJ Procurement Department will evaluate this phase.
- c) Tenderers will not be allowed to proceed to Phase 2 should this not be approved.

1.2. PHASE 2 – SOLUTION EVALUATION: PROPOSAL DOCUMENTATION

- a) During this phase, solutions will be evaluated based on the documentation provided and the demonstration by the service providers as detailed in Table 8.
- b) Scoring is weighted higher towards the technical development capability of the development partner; hence, 60 points are assigned for the critical functional areas. This does not mean that the other categories are less important.
- c) Respondents who score below 40 points for this section will automatically be eliminated from Phase 3.
- d) Having met the requirements set out in (c), only those who score above 70 in total and above will be invited to phase 3.

Table 1 - Functional Evaluation Scoring

RATING SCALE	DESCRIPTION
5	Exceptional
4	Above Adequate
3	Adequate (Basic)
2	Below Adequate
1	Poor

FUNCTIONAL EVALUATION CRITERIA FOR STUDENT INFORMATION SYSTEM (SIS)			
Evaluation Category	Criteria	Scoring	Maximum Scoring
Academic Administration	As detailed in Section 4.1		40
Residence Administration	As detailed in Section 4.2		5
Student Finance	As detailed in Section 4.3		15
Integration with 3rd Party Systems	Finance Systems as detailed in Section 4.3.10 and UJ Ecosystem integration as detailed in Section 4.4.		5
Technology and Implementation	As detailed in Section 4.5		5
User Interface (UI) and User Experience (UX)	As detailed in Section 4.6		5
Security and Compliance	As detailed in Section 4.7		5

Project Delivery and Support	As detailed in Section 5.		10
Vendor Capability (References)	As detailed in Section 6.		10
TOTAL SCORE			100

1.3. PHASE 3 – SOLUTION EVALUATION: SYSTEM DEMOSNTRATION

Refer to Table 8 Functional Evaluation Scoring

1.4. PHASE 4 – PRICE EVALUATION

Tenderers who have earned the necessary points (at least 70) during Phase 2 will be evaluated as per the evaluation table below.

Table 2 - Final Evaluation Criteria

Price	BBBEE
80 (As detailed in section 7.)	20