



Request for Proposal to Develop 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
Technical Development Capability	To provide the requirements detailed in Sections 4.1, 4.2 and 4.3.		60
Integration with 3rd Party Systems	Ability to integrate with systems 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
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1.3. PHASE 3 – SOLUTION EVALUATION: SYSTEM DEMONSTRATION

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

