



**INFORMATION  
REGULATOR  
(SOUTH AFRICA)**

*Ensuring protection of your personal information  
and effective access to information*

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SUPPLY CHAIN MANAGEMENT SPECIFICATION		
Name of Directorate	Information Regulator	
Date of Specification	08 May 2025	
Closing Date	20 May 2025 AT 12H00 PM	
Contact Number	010 023 5200	
Venue for delivery of goods / services	JD House Building, 27 Stiemens Street, 4 <sup>th</sup> Floor, Braamfontein, Johannesburg, 2001	
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Contact Person	Lesego Korae / Phindulo Maphangula	
REQUEST FOR APPROVAL TO APPOINT A SERVICE PROVIDER FOR THE RENEWAL OF MICROSOFT 365 LICENSES WITH TEAMS AND ENTRA ID P2 FUNCTIONALITY FOR SEVENTEEN (17) MONTHS.		
Specification to be supplied	Qty	Description
RENEWAL OF MICROSOFT 365 LICENSES INCLUDING TEAMS. ENTRA ID P2 LICENSE (17-MONTH SUBSCRIPTION)	30  1	Refer to Page 2

**SPECIFICATION FOR THE MICROSOFT 365 LICENSE RENEWAL:**

The Information Regulator seeks to appoint a service provider for the renewal of Microsoft 365 licenses.

The Regulator requires the following Microsoft 365 license components:

**MICROSOFT 365 LICENSES WITH TEAMS(30) AND ENTRA ID P2 LICENSE(1)(17-MONTH SUBSCRIPTION)**

**KEY FEATURES TO INCLUDE:**

- Microsoft Teams: Essential for secure internal communication, collaboration, and document sharing.
- Entra ID P2 (formerly Azure AD Premium P2): Advanced identity and access management capabilities, including enhanced security and identity protection features.
- Full Microsoft 365 suite access: Including but not limited to Outlook, Word, Excel, PowerPoint, SharePoint, and OneDrive.
- Comprehensive security and compliance features aligned with regulatory requirements.

**ADDITIONAL REQUIREMENTS:**

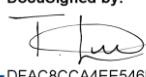
- Detailed pricing for the 17-month subscription, with a clear breakdown of costs.
- At least two (2) references where the service provider has successfully delivered similar Microsoft license renewals and support services.
- Licenses and activations should be delivered no later than two (2) weeks after an award letter or official purchase order is issued.

**TERMS OF PAYMENT:**

- Payment will be made within 30 days after receipt of a valid invoice, contingent upon meeting all deliverables and requirements.

**Quotation(s) must be accompanied by the following documents, where applicable:**

- 1 Valid Tax Clearance Certificate.
- 2 Original certified BBBEE Certificate/Sworn Affidavit.
- 3 Most recent CSD registration report.
- 4 Quotations must remain valid for two (2) months.
- 5 Quotations not compliant with the above requirements or received after the specified closing date will NOT be considered.

SPECIFICATION SIGNED OFF BY	
Name	Mr T. Luyaba
Position	Chief Information Officer (CIO)
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