



**SOUTH AFRICAN TOURISM**

**Tender no SAT 131/18: Digitalisation Assessment**

**Notes for Bid Clarification**

***“Please include a signed copy of the Addendum with the Bid submission”***

## Introduction

This Addendum with clarification notes serves to inform potential Tenderers of changes, amendments and/or clarifications made to the Bid documentation. The following queries and/or changes have been received from those that have collected documentation.

Item	Description
1	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"><li>Regarding timelines, is the proposal for a three month or three year period? In the scoring sheet we have between 43-84 days. What deliverables are expected when?</li></ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"><li>4 Months max</li></ul>
2	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"><li>I see you have offices in various countries, which countries are in scope</li></ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"><li>Head office only</li></ul>
3	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"><li>Will resources need to be provided for the three/five year period?</li></ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"><li>Yes</li></ul>
4	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"><li>Which processes will we be analysing and to what level?</li></ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"><li>All running at Head Office, focusing Supply Chain, Human Capital, Finance</li></ul>
5	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"><li>Will we be required to analyse the current enterprise architecture?</li></ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"><li>Yes..</li></ul>

6	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"> <li>• Related to the above question: The scope of this RFP covers the first strategic engagement to develop out the digital transformation strategy for SA Tourism, however we're asked to provide cost estimates for 5 years of work - are you intending that we cost for the digital transformation programme rollout of the 5 year plan as well?</li> </ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"> <li>• This should be an illustrative cost estimation for the proposed solutions as per roadmap that will be developed. This should be done after the assessment.</li> </ul>
7	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"> <li>• Note: We are fully able to provide the services and resources for the programme rollout, however it's virtually impossible to provide budget for this, as the first strategy phase and budget projections (i.e. the scope of this RFP) have to be completed first before this can be determined. Please could you clarify what scope of work you intend for the full 5 year contract period?</li> </ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"> <li>• Noted, but for now the scope of work is for the assessment , strategy solution architecture</li> </ul>
8	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"> <li>• Will you be inviting all bidders that pass Gate 0 to a physical presentation to SA Tourism?</li> </ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"> <li>• We may request presentations for clarity as bidders present different approaches.</li> </ul>
9	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"> <li>• If yes, presumably we then don't have to respond to this requirement in our initial written submission?</li> </ul> <p><b><u>Response</u></b></p> <ul style="list-style-type: none"> <li>• Not necessary but we need your proposed approach in your initial submission</li> </ul>
10	<p><b><u>Query</u></b></p> <ul style="list-style-type: none"> <li>• Is there a specific EA Framework preference that SAT has, for example: GWEA, TOGAF, Zachman etc.?</li> </ul> <p><b>Response</b></p> <ul style="list-style-type: none"> <li>• <b><u>TOGAF</u></b></li> </ul>

Addendum received by the Tenderer and the contents thereof included in the Tender:

Signature(s)



Date

Name(s)

Alfred Masera

Capacity

Sourcing Specialist

SA. Tourism

(Name of organization)

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