

ADVERTISED IN: The Star  
 PUBLISHING DATE: 05 June 2024  
 RFP NOTICE: CDS(PS) 01/2024-A

**MOGALE CITY LOCAL MUNICIPALITY**

Bidders are hereby invited for the following Office: Community Development Services: Public Safety.

**RFP NO: CDS (PS) 01/2024 - A**

**SECURITY SERVICE PROVIDER/S ARE HEREBY INVITED TO SUBMIT A REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF A PHYSICAL SECURITY SOLUTION FOR A PERIOD OF 36 MONTHS FOR MOGALE CITY LOCAL MUNICIPALITY.**

**Compulsory Briefing Session will be held on Thursday 13 June 2024 at 10:00am at Council Chamber, Civic Centre, Corner Commissioner and Market Street, Krugersdorp, 1740.**

**No visual compulsory briefing session will be available.**

**Adjudication: 90/10 or 80/20**

Bidders will be evaluated using Functionality evaluation criteria of **150** points of which the service provider is required to score the minimum of **105** points in order to be considered for further evaluation.

Bidders will be evaluated using either the 90/10 or 80/20 preference point system which awards 80 or 90 points for Price and 20 or 10 points for Specific Goals in accordance with PPPFA 2022 Goals as per table below:

The specific goals allocated points in terms of this bid	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the bidder)	Number of points claimed (80/20 system) (To be completed by the bidder)
Categories of historically disadvantaged persons (African, Indian & Coloured).	2	3		
Gender (Woman owned enterprises).	2	5		
Youth enterprise (enterprise owned by persons younger than 35 years).	2	4		
Disability (enterprise located by disabled persons).	2	3		
Local based (within Mogale City Local Municipality jurisdiction).	2	5		

**Documents Collection:** Documents can be downloaded from the e- tender portal at [www.etenders.gov.za](http://www.etenders.gov.za) or [www.mogalecity.gov.za](http://www.mogalecity.gov.za).

Technical Enquiries: [scmenquiries@mogalecity.gov.za](mailto:scmenquiries@mogalecity.gov.za)

**Documents available:** As from **05 June Wednesday 2024** on [www.etenders.gov.za](http://www.etenders.gov.za) or [www.mogalecity.gov.za](http://www.mogalecity.gov.za)

**Closing date: 10 July 2024**

**Time: 11:00**

**Bid Box**

**Venue of Bid Box:** Bid boxes are situated at the reception desk of the Supply Chain Management Unit, situated on the upper level of the West Wing of the Mogale City Civic Centre, Corner Commissioner and Market Streets in Krugersdorp.

**A. MANDATORY DOCUMENTS**  
**(IF NOT PROVIDED, THE BID WILL BE INSTANTLY DISQUALIFIED)**

1. Attendance of Compulsory Briefing Session and signing of attendance register when required. No bids will be considered from bidders who did not attend the Compulsory Briefing Session and completed the attendance register.
2. Authority of Signatory must be completed and signed in case of a business not sole proprietor or one-person business or board of director's resolution authorizing signature to sign off the bid documents.
3. Mogale City Local Municipality will not accept any bid document with missing pages.
4. Copies of SAPS Clearance certificate/s in respect of "name clearance" and criminal record check for all Directors must be attached.
5. Valid copy of proof of registration or compliance with the Unemployment Insurance Fund (UIF) must be attached.
6. Valid copy of letter of good standing with the Compensation for Occupational Injuries and Diseases Act (COIDA) must be attached.
7. Valid copy of PSIRA Certificate of Registration for the company must be attached.
8. Valid copy of company letter of good standing from PSIRA must be attached.
9. Valid copies of Grade A or B or C PSIRA Certificate/s of Registration for the Director(s) of the companies must be attached.
10. Valid copy of Registration issued by the National Bargaining Council for Private Security Sector (NBCPSS) must be attached.
11. Valid copy of a confirmation letter issued by Private Security Sector Provident Fund (PSSPF) must be attached.
12. Copy of a valid license issued by ICASA in the Company's name or in the name of the supplier of the two-way radios must be attached.
13. A proof of Public Liability Insurance of at least R15 million issued by an accredited financial institution.

**FAILURE TO ADHERE TO ANY OF THE ABOVE WILL RESULT IN THE BID NOT BEING FURTHER EVALUATED.**

**B. ESSENTIAL DOCUMENTS**

**(NO AWARD WILL BE MADE IF ANY OF THE INFORMATION/DOCUMENTATION LISTED BELOW IS NOT COMPLIED WITH OR SUBMITTED).**

14. Completed and signed Municipal Bidding Documents:
  - 14.1. MBD 1: Invitation to tender.
  - 14.2. MBD 4: Declaration of Interest.
  - 14.3. MBD 5: Declaration for procurement above R10 Million (Vat Included)
  - 14.4. MBD 6.1: Preferential Points.
  - 14.5. MBD 8: Declaration of bidders past supply chain management practices.
  - 14.6. MBD 9: Certificate of independent bid determination.

**NOTE:** The above documents must be submitted on the official and original forms of Mogale City and must not be re-typed or scanned or completed electronically i.e. must not be typed in. They must be completed in black ink, handwritten. Bids completed in pencil or any erasable pen will be regarded as invalid.

15. Submit Central Supplier Database (CSD) Registration Report or Summary Report.

**MUNICIPAL RATES AND TAXES OR MUNICIPAL SERVICE CHARGES**

16. The bidding entity and its director(s) must submit Municipal Rates and Taxes account which is not older than three (3) months / ninety (90) days in arrears at the time of the closing date.
17. If the bidding entity and its director(s) does not have a Municipal Rates and Taxes account, it must submit a Municipal Service Charges Statement (water statement or electricity statement or refuse removal statement or sewerage statement).
18. If the bidding entity and its director(s) does not own a property it must submit a valid lease agreement which has the address of the business or Rental Statement which is in the name of the business or director(s).
19. If the Bidding Entity and its director(s) operates from Informal settlement and does not have a Municipal Rates Account,
  - 19.1. The bidding entity and its director(s) must submit Confirmation on Municipality / Metro letterhead signed and stamped by the ward Councillor or delegate/tribal authority with contact details which is not older than three (3) months.
20. If the bidding entity and its director(s) operates from parents' place or any other place and is not responsible for Municipal account / Services.
  - 20.1. The bidding entity and its director(s) must submit an original Sworn Affidavit by the property owner.

21. If the bidding entity and its director(s) is in the process of acquiring new property, which property has not yet been transferred to its name, a letter from the conveyancing attorney(s) must be submitted.
22. If the bidding entity and its director(s) submit a Municipal Account which is in the name of the Trust Account, and original Sworn Affidavit from the Trustees must be furnished explaining that factor/relationship.
23. If the bidding entity's director(s) submit a Municipal Account in the name of the other spouse, an original Sworn Affidavit explaining the relationship/fact must be submitted.
24. Copies of director's ID, not a copy of a certified copy of ID.
25. Confirmation letter of medical health insurance cover issued by Affinity Health or any other accredited medical health insurance cover in the name of the bidding entity.
26. Bids must be submitted in original and electronically on a USB which is PDF formatted.

**C. TENDER CONDITIONS  
(FAILURE TO COMPLY WITH THESE CONDITIONS SHALL RESULT IN  
DISQUALIFICATION)**

27. All suppliers of good & services are urged to register in the National Treasury web based Central Suppliers Database with Effect from 1 July 2016.
28. As per National Treasury Instruction No.4 A of 2016/2017 National Treasury Supplier Database, organs of state must ensure that suppliers awarded business with the State are registered on the CSD prior to award letter/purchase order/signed contract being issued.
29. Bids by joint ventures are to be accompanied by the Document Formation of the joint venture, duly registered and authenticated by a Notary Public or other official deputized to witness sworn statements. This document must define precisely the conditions under which the joint venture will function, the period for which it will function, the persons authorized to represent and obligate it, the address for correspondence, the participation of several firms forming the joint venture and any information necessary to permit a full appraisal of its functioning, including a clause to the effect that the members of the joint venture are jointly and severally bound.
30. No electronic signature will be accepted in the bidding document. The bidder's signature must always be signed by hand in black ink.
31. No late tender will be accepted.
32. Telefax or e-mail bids will not be accepted.
33. All bids must be submitted on the official and original forms and must not be re-typed or typed or scanned. Bids must only be submitted on the bid documents as provided by Mogale City Local Municipality

34. Bids must be completed in black ink, handwritten and must not be typed.
35. The use of tipp-ex is not allowed on the bid documents.
36. Bids completed in pencil will be regarded as invalid bids.
37. No page(s) must be removed from the original tender document.
38. Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the tender document.
39. The lowest or any tender will not necessarily be accepted, and Mogale City reserves the right to accept a tender in whole or in part.
40. The Municipality reserves the right to appoint and not to appoint.
41. The Municipality reserves the right to appoint more than one service provider.
42. The validity period for this tender is hundred and twenty days (120) days.
43. A Corporate Social Responsibility contribution of two (2) percent inclusive of 15% VAT will be levied on all companies/ service provides appointed as successful bidders if such companied are not based in the area of jurisdiction of Mogale City.
44. The Municipality reserve the right to negotiate a fair market related price with recommended bidders after a competitive bidding process or price quotations.
45. All tender prices must be inclusive of VAT for all registered VAT vendors.

#### **REGISTRATION AS A VAT VENDOR**

- 44.1 Non-VAT vendors do not have to include VAT in their bid prices, however they must submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million must include VAT in their price quoted and must therefore immediately upon award of the contract, register with the South African Revenue Service (SARS) as VAT vendors.
- 44.2 The award of contract would be (for non-VAT vendors who included VAT in their prices) conditional pending the successful bidder submitting proof of registration as VAT vendor with SARS within 21 days of award.
- 44.3 In all instances where the bidder has excluded VAT from the prices quoted, if the bidder is successful, the letter of contract will clearly state that the price at which the contract is awarded is exclusive of VAT and that VAT will not be added on at any stage after the contract has been signed.
- 44.4 The successful bidder will have to absorb the adverse financial implications of not including VAT in the price quoted.

46. All bid prices must be in RSA currency and inclusive of Value Added Tax (VAT).

47. Bids will be opened immediately after the closing date and time in a venue to be indicated.
48. No bids will be accepted from persons in the service of state as it is defined in the Municipal Finance Management Act and Regulations.
49. The supply Chain Management Policy of Mogale City Local Municipality allow persons aggrieved by decisions or actions taken by the municipality in the implementation of its supply chain management system, to lodge within fourteen (14) days of the decision or action a written objection or complaint to the municipality against the decision or action.
50. Tender documents may be downloaded from e-tender portal at [www.ebids.gov.za](http://www.ebids.gov.za) as well as [www.mogalecity.gov.za](http://www.mogalecity.gov.za).

**OFFICE OF THE MUNICIPAL MANAGER**