



RFP NO: CDS(PS)01/2024 - B

SECURITY SERVICE PROVIDER/S ARE HEREBY INVITED TO SUBMIT A REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF A SECURITY TECHNOLOGY 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.

**NAME OF BIDDER:
CENTRAL SUPPLIER
DATABASE (CSD)**

MAAA

TELEPHONE No:

TELEFAX No:

E-MAIL ADDRESS:

PHYSICAL ADDRESS:

June 2024

Issued by:
Municipal Manager
Mogale City Local Municipality
P O Box 94
KRUGERSDORP
1740

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PART A

INVITATION TO BID

MBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF MOGALE CITY LOCAL MUNICIPALITY

BID NUMBER:	CDS (PS) 01/2024 - B	CLOSING DATE:	11 JULY 2024	CLOSING TIME:	11:00
DESCRIPTION	SECURITY SERVICE PROVIDER/S ARE HEREBY INVITED TO SUBMIT A REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF A SECURITY TECHNOLOGY SOLUTION FOR A PERIOD OF 36 MONTHS FOR MOGALE CITY LOCAL MUNICIPALITY.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE
BID BOX SITUATED AT (STREET ADDRESS)

CNR. COMMISSIONER & MARKET STREET					
CIVIC CENTRE					
MOGALE CITY					
KRUGERSDORP					
1740					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					

VAT REGISTRATION NUMBER			
TAX COMPLIANCE STATUS	TCS PIN:		OR CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	SUBMIT IN A SEPARATE ENVELOPE UNDER FINANCIAL PROPOSAL "B"
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL CLARIFICATION QUERIES MAY BE DIRECTED TO:	
DEPARTMENT/ DIVISION	Supply Chain Management		
E-MAIL ADDRESS	SCMEnquiries@mogalecity.gov.za		

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:										
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>										
2. TAX COMPLIANCE REQUIREMENTS										
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER’S PROFILE AND TAX STATUS.</p> <p>2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.</p> <p>2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p>										
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
<table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> </table> <p>IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
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3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO									

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

MOGALE CITY LOCAL MUNICIPALITY

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

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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-portal at www.etender.gov.za or www.mogalecity.gov.za.

Technical Enquiries: scmenquiries@mogalecity.gov.za

Documents available: As from **Wednesday 5 June 2024** on www.etender.gov.za or www.mogalecity.gov.za

Closing date: 11 July 2024

Time: 11:00

Bid Box

Venue: 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 atleast 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.

<p>C. <u>TENDER CONDITIONS</u> (FAILURE TO COMPLY WITH THESE CONDITIONS SHALL RESULT IN DISQUALIFICATION)</p>

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 (120) days.
43. A Corporate Social Responsibility contribution of two (2) percent inclusive of 15% VAT will be levied on all companies/ service providers appointed as successful bidders if such company(s)/service provider(s) 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

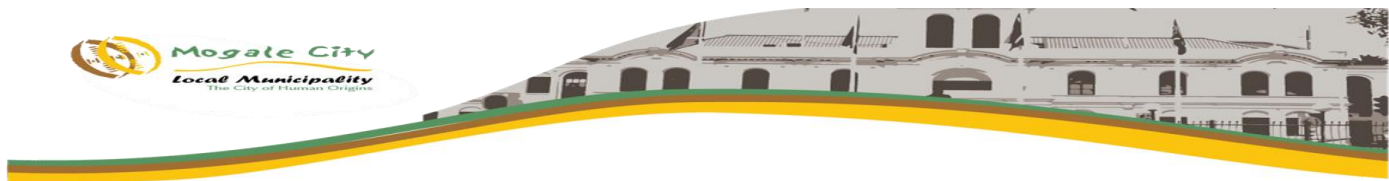
- 44.1 Non-VAT vendors do not have to include VAT in their bid prices, however they must submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million must include VAT in their price quoted and must therefore immediately upon award of the contract, 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 appointment 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.etenders.gov.za as well as www.mogalecity.gov.za.

OFFICE OF THE MUNICIPAL MANAGER



DECLARATION OF BIDDER/S MUNICIPAL ACCOUNT(S)

NAME OF BIDDING ENTITY.....

Declaration in terms of paragraph 38(1)(d)(i) of the Supply Chain Management Policy of the MCLM irrespective of the contract value of the bid:

NB: Please not that this declaration must be completed and signed by all bidders

- (i) I, the undersigned hereby declare that the signatory to this bid document; is duly authorised and further declare:
- (ii) That the bidding entity as well as all its directors /shareholders must submit Municipal account which is not more than three (3) months in arrears or valid lease agreement which is in the name of the business and or the directors, which must stipulate who is responsible for payment of municipal services.
- (iii) That the copy of the lease agreement/municipal account in the name of the bidding entity and Lessee will only be accepted if water and lights are part of lease payment.
- (iv) I acknowledge that should it be found that any Municipal Rates and Taxes or Municipal charges as set out in (ii) above are in arrears for more than three (3) months, the bid will be rejected and MCLM may take such remedial action as is required, including the rejection of the bid and/or termination of the contract. (Unless if the bidder has attached proof of the payment arrangement of the arrears to the bid document as at the closing date of the submission of bids)
- (v) The following account/s of the bidding entity has reference:

Municipality

Account number

.....
.....

(NB: if insufficient space above, please submit on a separate page)

- (vi) If the Bidding Entity operates from home/ family place / director’s place or any other place and is not responsible for Municipal account, the bidder must sign **Declaration of Municipal Account.**

	Yes	No
➤ Bidding entity who operates from informal settlement		
NB: if yes, the Bidding Entity operates from informal settlement and is not responsible for Municipal account/services; • The bidder must submit confirmation on Municipality/Metro letterhead signed and stamped from the ward councilor/delegate.		
➤ Bidding entity who operates from a property owned by a director / member / partner		
Bidding entity who operates from somebody else's property (non-Rental paying) N.B: If yes, attach confirmation affidavit of the property owner confirming who is responsible for payment of water and lights.		
➤ Bidding entity who rent premises from a landlord N.B: Attach valid lease agreement which stipulate who is responsible for payment of Municipal services or Rental statement		
Other (Please specify)		

Signed at this day20.....

Name of Duly Authorised Signatory (Please print)

.....

Authorised Signature:

As witness: 1

2

(vii) If the Bidding Entity operates from home/ family place and is not responsible for municipal account, the bidder must submit Sworn Affidavit. **(Applicable to Joint Venture / Consortium only)**

	Yes	No
➤ Bidding entity who operates from informal settlement		
NB: if yes, the Bidding Entity operates from informal settlement and is not responsible for Municipal account/services. • the bidder must submit confirmation on Municipality/Metro letterhead signed and stamped from the ward councilor/delegate.		
➤ Bidding entity who operates from a property owned by a director / member / partner		
1.		
2.		
➤ Bidding entity who operates from somebody else's property (non-Rental paying) N.B: If yes, attach confirmation affidavit of the property owner confirming who is responsible for payment of water and lights.		
➤ Bidding entity who rent premises from a landlord N.B: Attach lease agreement which stipulate who is responsible for payment of Municipal services.		
Other (Please specify)		

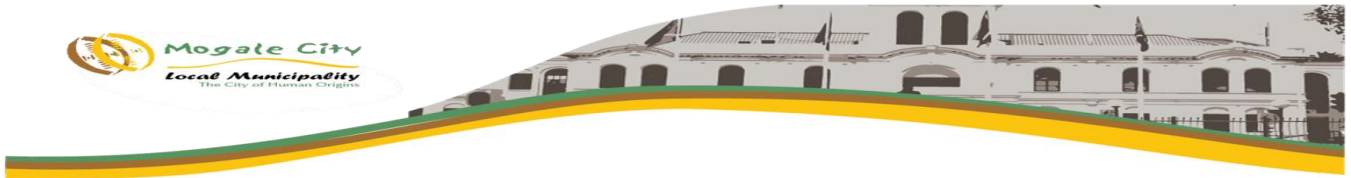
Signed at this day 20.....

Name of Duly Authorised Signatory (Please print)

Authorised Signature:

As witness: 1

2



T2.2.4 MCLM 2% CORPORATE SOCIAL RESPONSIBILITY

Mogale City Corporate Social Responsibility

In terms of Mogale City Corporate Responsibility, non-Mogale City based Services Providers will contribute two (2) percent of the Contract value to Mogale City.

Please provide your registered address:

.....

.....

.....

Please indicate if you are a Mogale based:

YES	NO
------------	-----------

If not Mogale City based, a person duly authorized by the bidder must complete and sign the declaration herewith in detail.

Declaration by Bidder

Signed	Date
.....
Name	Position
.....
Bidding Entity	
.....	



MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 3.1 Full Name of bidder or his or her representative:.....
- 3.2 Identity Number:
- 3.3 Position occupied in the Company (director, trustee, shareholder²):.....
- 3.4 Company Registration Number:
- 3.5 Tax Reference Number:.....
- 3.6 VAT Registration Number:
- 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
- 3.8 Are you presently in the service of the state? **YES / NO**
- 3.8.1 If yes, furnish particulars.
.....
.....

¹MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or

constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company’s directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:
.....
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder



DECLARATION OF PROCUREMENT ABOVE R10 MILLION (VAT INCLUDED)

**FOR ALL PROCUREMENT EXPECTED TO EXCEED R10 MILLION (VAT INCLUDED),
BIDDERS MUST COMPLETE THE FOLLOWING QUESTIONNAIRE:**

1 Are you by law required to prepare annual financial statements for auditing?

1.1 if yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

.....
.....
.....

YES/NO

2 Do you have any outstanding undisputed commitments for municipal services towards a municipality or any other service provider in respect of which payment is overdue for more than 30 days?

YES/NO

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....
.....
.....

3 Has any contract been awarded to you by organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?

YES/NO

3.1 if yes, furnish

.....
.....

4 Will any portion of goods or services be sourced from outside the Republic, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

YES/NO

4.1 If yes, furnish particulars

.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



MOGALE CITY LOCAL MUNICIPALITY

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all bidders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE BID AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to bid:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The applicable preference point system for this bid is the 80/20 or 90/10 preference point system.

1.3 Points for this bid (even in the case of a bid for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80/90
SPECIFIC GOALS	20/10
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

1.5 Failure on the part of a bidder to submit proof or documentation required in terms of this bid to claim points for specific goals with the bidder, will be interpreted to mean that preference

points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“bid”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive bidding process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money bided for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“bid for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).
- (f) **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- (g) **“consortium or joint venture”** means an association of person for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- (h) **“contact”** means the agreement that results from the acceptance of a bid by an organ of state;
- (i) **“EME”** means an Exempted Micro Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, the execution of the contract;
- (k) **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- (l) **“non-firm prices”** means all prices other than “firm” prices;
- (m) **“person”** includes a juristic person;
- (n) **“QSE”** means a Qualifying Small Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad- Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003)
- (o) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of the bid invitations, and includes all applicable taxes and excise duties;
- (p) **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to] support such primary contractor in the execution of part of a project in terms of the contract

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		

4. **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.1 Name of company/firm:.....

4.2 VAT registration number:.....

4.3 Company registration number:.....

4.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

4.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

4.6 COMPANY CLASSIFICATION

- Y Manufacturer
 - Y Supplier
 - Y Professional service provider
 - Y Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

4.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account Number:

Stand Number:.....

4.8 Total number of years the company/firm has been in business:.....

4.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

10. **Previous experience**

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work).

Description	Value (R, VAT excluded)	Year(s) executed	Reference		
			Name	Organization	Tel no

Provide information on key staff you intend utilizing on this contract, should it be awarded to you.

Name	Position in your organization	Qualifications	Experience

10.2 Infrastructure and resources available to execute this contract

10.2.1 Physical facilities

Description	Address	Area (m ²)

10.3 Plant and equipment

Description: Plant and equipment owned (or to be rented)	Number of units

10.4 List of shareholders by Name, Position, Identity number, Citizenship, HDI status and ownership as relevant.

Name	Date/Position Occupied in Enterprise	ID Number (please attach certified copies of ID's)	Date RSA Citizenship obtained	HDI	Women	Disabled	Youth (person not older than 35 years of age)	% of business/ enterprise owned
							Total	100%

8.15 List of shareholders by Name, percentage (%) of business/enterprise owned, residential address.

Full Name	Identity (ID) Number (please attached certified copies of ID's)	% of business/ enterprise owned	Residential address

9. AUTHORITY FOR SIGNATORY

Please note that the sole proprietors or “one person business” are not required to submit an official and duly signed authority of signatory.

Signatories for close corporations and companies shall confirm their authority by signing on behalf of the company/firm **by attaching to this page** a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.

An example for a company is shown below:

Printed on company letterhead:

“ By resolution of the board of directors passed on _____20_____

Mr _____

has been duly authorized to sign all documents in connection with the bid for

Bid _____ No_____

and any Contract, which may arise there from on behalf of

SIGNED ON BEHALF OF THE COMPANY _____

IN HIS CAPACITY AS _____ CAPACITY AS _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

AS WITNESSES: 1 _____

2 _____

10. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/firm for the preference(s) shown and I / we acknowledge that:
- (i) The information furnished is true and correct.
 - (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
 - (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
 - (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution

.....

SIGNATURE(S) OF BIDDER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....



MOGALE CITY LOCAL MUNICIPALITY

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	<p>If so, furnish particulars:</p>		

4.2	Is the bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Bid Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

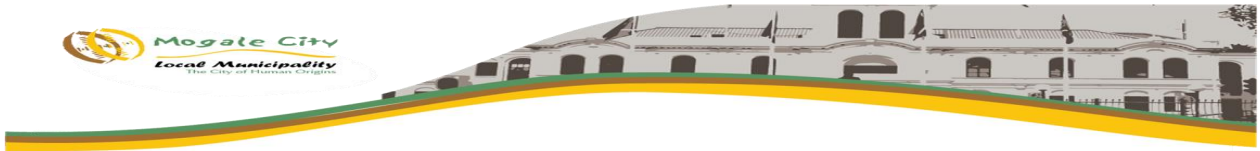
I, THE UNDERSIGNED (FULL NAME)CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT. I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

RFP NUMBER: CDS(PS)01/2024-B SECURITY PROVIDERS ARE HEREBY INVITED TO SUBMIT A REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF A SECURITY TECHNOLOGY SOLUTION FOR A PERIOD OF 36 MONTHS

in response to the invitation for the bid made by: **MOGALE CITY LOCAL MUNICIPALITY**

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ **Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.**

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

GENERAL CONDITIONS OF CONTRACT

THE NATIONAL TREASURY

Republic of South Africa



**GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
JULY 2010**

NATIONAL TREASURY: Republic of South Africa

**GOVERNMENT PROCUREMENT:
GENERAL CONDITIONS OF CONTRACT**

July 2010

THE NATIONAL TREASURY: Republic of South Africa 2

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GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT
THE NATIONAL TREASURY: Republic of South Africa 3
General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.

1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.

1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.

1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 "Day" means calendar day.

1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.

1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.

1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

1.14 "GCC" means the General Conditions of Contract.

1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

1.16 "Imported content" means that portion of the bidding price have been or are still To be imported (whether by the supplier or his subcontractors) and which costs Are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the Factory in the Republic where the goods covered by the bid will be manufactured.

1.17 "Local content" means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.

1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.

1.20 "Project site," where applicable, means the place indicated in bidding documents.

1.21 "Purchaser" means the organization purchasing the goods.

1.22 "Republic" means the Republic of South Africa.

1.23 "SCC" means the Special Conditions of Contract.

1.24 "Services" means those functional services ancillary to the Supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

1.25 "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.

1.26 "Tort" means in breach of contract.

1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product service required by the contract.

1.28 "Written" or "in writing" means hand-written in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a nonrefundable fee for documents may be charged.

3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent Rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or

(b) a cashier's or certified cheque.

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder.

8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that

inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent Instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the Contract.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely Convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

(a) Performance or supervision of on-site assembly and/or commissioning of the supplied goods;

- (b) Furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - (e) Training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
- (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

18. Variation orders

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

(a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

(b) if the supplier fails to perform any other obligation(s) under the contract; or

(c) if the supplier, in the judgement of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

(i) the name and address of the supplier and / or person restricted by the purchaser;

(ii) the date of commencement of the restriction

(iii) the period of restriction; and

(iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Bid Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According

to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Antidumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favorable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Notwithstanding any reference to mediation and/or court proceedings herein, (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28. Limitation of Liability

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. Transfer of contracts

33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser

34. Amendment of contracts

34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of restrictive practices:

35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of **restrictive practices** 1998, as amended, an agreement between, or concerted practice by,

firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.

35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 Of 1998.

35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned



BIDDERS TO BE EVALUATED ON FUNCTIONALITY

5.(1) An organ of state must state in the bid documents if the bid will be evaluated on functionality.

(2) The evaluation criteria for measuring functionality must be objective.

(3) The bid documents must specify-

(a) the evaluation criteria for measuring functionality;

(a) the points for each criteria and, if any, each sub-criterion; and

(b) the minimum qualifying score for functionality.

(4) The minimum qualifying score for functionality for a bid to be considered further-

(a) must be determined separately for each bid; and

(b) may not be so-

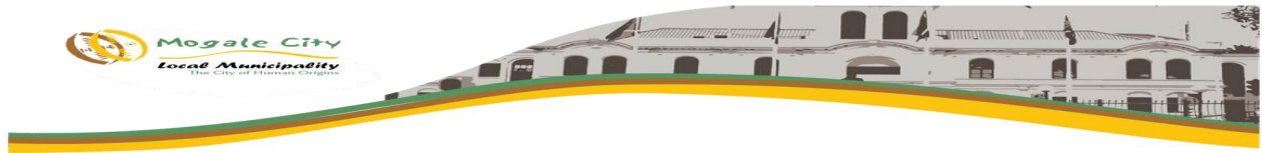
(i) low that it may jeopardise the quality of the required goods or services; or

(ii) high that it is unreasonably restrictive.

(5) Points scored for functionality must be rounded off to the nearest two decimal places.

(6) A bid that fails to obtain the minimum qualifying score for functionality as indicated in the bid documents is not an acceptable bid.

(7) Each bid that obtained the minimum qualifying score for functionality must be evaluated further in terms of price and the preference point system and any objective criteria envisaged in regulation 11.



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

1. INTRODUCTION

1.1. PROJECT DESCRIPTION

The Mogale City Local Municipality (MCLM) is looking to appoint capable and competent service provider(s) to provide a security technology solution to address the security challenges and risks that are facing the municipality. A detailed proposal clearly outlining measures and strategies to be implemented must be submitted.

1.2. BACKGROUND

Security plays an important role in supporting the Municipality's strategic objectives and assisting in achieving its service delivery targets by providing a safe and secure environment through an effective, responsive, and resilient integrated security network. It is also prudent that Security provides strategic and functional leadership on the shaping of the security function to physically protect the critical assets and infrastructure and ensure compliance, operational sustainability, and the reduction of losses within the municipality. The security mandate is to protect and safeguard against security threats, which impacts on assets, information, interests, people, systems, and processes, maintaining security at agreed risk levels.

1.3. STATE OF MCLM SECURITY ENVIRONMENT

A comprehensive Security Threat and Risk Assessment (STRA) was conducted within the Mogale City Local Municipality in 2023. From the assessment it was revealed that the security threat and risk level at sites belonging to Municipality are high due to the lack and poor security infrastructure. The risk assessment has identified that the security infrastructure installed at the municipal sites/facilities were characterised by several deficiencies posing a serious threat to delay, deter and detect imminent attacks on the infrastructure of the municipality.

Furthermore, the risk assessment has identified seven (7) top security risks in Mogale City as follows:

- Theft of assets, equipment and material
- Robbery of assets, equipment and material
- Malicious damage to property
- Manipulation of records or documents and poor recording keeping
- Security technology of Mogale City employees and contractors
- Lack of security infrastructure and poor maintenance and upkeep of existing security infrastructure
- Ineffective management of standard security practices

1.4. CURRENT SECURITY CONTROLS MEASURES IMPLEMENTED MCLM

Mogale City Local Municipality is currently relying on a physical static guarding services which has proven to be inefficient and insufficient as the municipality continue to experience a high rise of theft and vandalism of its critical infrastructure.

1.5. RECOMMENDATIONS OF THE SECURITY THREAT AND RISK ASSESSMENT

The threat and security risk assessment has culminated into a Security Master Plan which proposes an operating model that aims to bring about a fundamental change step in the municipality to deal efficiently and effectively with crime and related risks. The thrust of the Security Master Plan is to drive and implement new business and operating models to achieve the strategic objectives by developing a holistic, integrated response strategy to address incidents of crime to manage security operations efficiently and effectively and by so doing significantly reducing threats of crime and incidents. The proposals to be submitted must seek to address the identified security threats and risks through the implementation of a responsive security technology strategy to address the inadequacies and deficiencies that has been identified in the current security management. This security technology strategy can be described as a combination of a command-and-control in-house security management team which is supplemented by outsourced guarding services and specialized security services.

The Security Masterplan is a rolling five-year-plan that captures the necessary financial, operational and resource plans to support Municipal strategic objectives. It clarifies the Security Department's strategic and operational direction in line with the Municipal strategic initiatives, business objectives as well as security legislation and government requirements to secure its assets. The masterplan seeks to achieve the following:

- Contextualize the security challenges and associated crime risks at face value.
- Define a broad Security framework with the view to implement the proposed recommendations.
- Propose a robust Target Operating Model (Strategy and Structure) for security with the aim to institutionalize the security function.
- Proposes a security Infrastructure improvement plan.
- Seek alignment and support the MCLM Integrated Development Plan.
- To provide a single integrated security services in a cost effective, innovative, and pro-active manner that seeks to identify, prevent, reduce crime and related risks that threatens the municipal security environment.

2. PROBLEM STATEMENT

MCLM is experiencing an organized crime syndicates that has embarked on the theft and vandalism of municipal infrastructure that is affecting the capacity of the municipality to deliver effective and efficient services. The economic impact from the theft and vandalism results in significant financial losses for the municipality. Replacing stolen cables and repairing damaged infrastructure is costly and diverts funds that could be used for other essential basic services and projects. Damaged infrastructure can result in accidents and fires while loss of communication on telecommunication and internet services are essential for communication for business operations, emergency services which may ultimately affect the municipality's ability to respond to emergencies service need and communication for an effective response. Theft also increases and facilitates crime associated with robbery and house and business break-ins in the area. Thieves may also cause damage related to public infrastructure facilities, and engage in other criminal activities, which can negatively impact the overall safety and security of the community. Lastly Council may suffer a serious reputational damage due to such incidents making it less attractive to investors and residents. Other factors resulting from this disruption include inefficiency and downtime on service disruptions and

inefficiency in operations. Other affected infrastructure that are always affected are traffic lights street and public lighting and extended power outages.

3. PROJECT REQUIREMENTS

Development of a holistic, integrated response strategy to address incidents of crime through to address the inadequacies and inefficiencies that has been identified in the current security management to manage security operations efficiently and effectively and by so doing significantly reducing threats of crime and incidents. A security technology solution which will provide for response capability and real time communication measures comprised of the guarding services must be implemented to the identified security inadequacies and challenges as recommended by the Security Master Plan. Bidders must therefore submit a fit for purpose proposal that seeks to provide support structures, systems, services, processes and tools that will enable and embed efficient, effective, integrated and collaborate measures to address the current and future security challenges as follows:

3.1 Alarm Systems

Prospective bidders are expected to install a robust security alert system based on effective and efficient monitoring communication devices including, sensors, infrared detectors, and surveillance cameras to monitor access points and network infrastructure. Use a monitored alarm system that connects to the Municipal central control room to assist in relevant decision making. Include duress alarms for staff to discreetly trigger an alarm for emergency situations, this will assist in securing officers under special emergency circumstances. Ensure redundancy in alarm communication such as cellular backup in case of landline or fiber connection failure.

3.2 Surveillance systems

Deploy high-definition CCTV cameras including thermal and infrared night vision capable cameras in high value assets. Such surveillance systems must have capabilities to produce footage that will be compatible with the use of AI-based video analytics software to detect suspicious activities and intrusions 24/7 and 365 days every year for seamless automated monitoring through a networked or internet linked central security control room.

3.3 Access Control enhancement

Prospective bidders are expected to implement a strict access control system for all critical infrastructure sites, remote controlled, the use of biometric, card readers and PIN codes to improve security and access control must be considered in special high value assets within turnstiles or gates at entry points and public buildings. In other areas such as in substations a consideration of a more robust remote access control (where substations doors are opened and closed via magnetic locking systems from an external secured control room).

3.4 Intrusion and power failure detection

Install a robust intrusion detection system with sensors on perimeter fences, doors, and windows and other electric infrastructure lines (including cabling etc). Such sensors must be capable of transmitting data in real-time linked to a central control room within the municipality or a cable control centre. The intrusion system alert must be integrated with camera surveillance devices especially in remote areas of high value assets for visual verification so that an appropriate decision on reaction methods can be effected. For underground cabling and other overhead and pole electrical

power lines, use of special power detecting devices such as electrical power relays linked to the control room must be considered where feasible to deter theft.

3.5 Secure Data and Communication

Encrypt sensitive data and communications to prevent data theft, such data storage requires a safe and secure server system to be owned by the Municipality with back up and archived in terms of relevant applicable Archive Legislations. Implement secure communication channels for all alert and alarm devices including surveillance devices and cameras. Such devices must have capabilities of remote control i.e operators must remotely control the position and angle of the camera view. It must be regularly updated and patch software to fix vulnerabilities.

3.6 Backup Power

All devices must have self-powered batteries and backup power systems to ensure that security systems remain operational during power outages and other energy challenges. This back-up power must also be fitted in all relevant support systems such as the servers, and the central control room as well as UPS systems with a minimum uninterruptible supply capacity of 24 hours.

3.7 Integration and Automation

Integrate all security components into a unified management system. Automate processes, such as sending alerts to security personnel and law enforcement agencies and the central control room. This process will require the integration of existing systems of the municipality and the proposed system.

3.8 Reaction and armed response services

Should be able to react and respond to alarm systems in line with the set timeframes and other conditions to be set by the municipality. The prospective bidders must have experience and expertise in the armed response and alarm monitoring field to monitor and respond to the installed alarms by the prospective bidder. A capability in drone functionality is essential to enhance reaction time as well as to serve as a deterrent method. The bidder must have capability to render armed response services to the municipality and not compromise the protection of its facilities, assets and people. In addition to the armed response the prospective bidders are expected to establish the structures that will serve as informants and intel gathering.

4. PROPOSAL SPECIFICATION

All proposals are to be submitted as specified in this document.

4.1 TECHNICAL PROPOSAL

Note: To be submitted in a separate envelope marked as **TECHNICAL PROPOSAL “A”**

The following details must be submitted as part of the **technical** proposal:

- a) An executive summary: providing a brief overview of all the required aspects of the proposal
- b) A summary of the bidder’s understanding of similar work and what it entails and the approach they plan to deploy in developing such a solution. Note: ***bidders must include a portfolio of evidence (POE) of similar work in support of their proposed approach where applicable;***
- c) A description of the relevant qualifications and experience of the Project Team in implementing similar assignments in other organizations;
- d) References in writing of a minimum letters of five (5) or more similar initiatives successfully implemented and managed with proven and measured success by the bidder;
- e) A description of the proposed overall approach and methodology for the proposed solution including but not limited to:
 - i. Approach and methodology/tool(s) – details on the tool(s) being recommended for use including such detail as optimal use, frequency of use, whether it can be customized;
 - ii. Implementation and action planning – describe the assessment methodology and approach to building a successful action plan for an organization to address results;
 - iii. Overall project work plan outlining the proposed cycles throughout the project lifecycle;
- f) Details of the proposed project team who will manage the project- Copies of qualifications and resumes of the proposed project team members demonstrating relevant experience for the proposed roles and responsibilities must be submitted; Note: ***bidders must include an organogram clearly outlining the names and the designations of the proposed team members in the proposal;***
- g) Financial proposal;
A financial proposal highlighting how the plan will be implemented.

Note: To be submitted in a separate envelope marked as **FINANCIAL PROPOSAL “B”**.

Failure to include any required components of the Proposal, or to include them clearly as listed above shall result in disqualification of the Proposal.

4.2 SCOPE OF SERVICE

The service provider is expected to develop a proposal for the MCLM that takes into consideration the business environment through environmental scanning and monitoring of changes and managing the risk presented by these changes. Propose measures, systems, structures and strategies that will help the MCLM to achieve the desired business outcomes and deliverables. Through introduction and implementation of improvement measures that are innovative, cost effective, efficient and sustainable to create a safe and secure municipal environment that will ensure safety of MCLM’s assets, facilities, infrastructure and people.

4.3 DELIVERABLES

MCLM requires the following deliverables:

- a) MCLM Security Technology Management Strategy
- Delivery of a detailed security technology strategy that responds optimally to MCLM's mandate, vision, mission, strategic intent, values and business strategy;
Note: (a draft Security Technology Strategy to be attached to the Technical Proposal)
- b) Security Strategy Implementation Plan and Roadmap;
- Identify critical activities required for the successful implementation of the proposed MCLM Security Technology Management Strategy;
Note: (a draft Security Technology Strategy Implementation Plan to be attached to the Proposal)
- c) Financial proposal
- Costing and resourcing aligned to the deliverables.

5. FUNCTIONALITY EVALUATION CRITERIA

- 5.1 . Functionality evaluation will be conducted in three phases. The first phase will be based on the bidder's technical submission, the second phase on a presentation to be delivered by the shortlisted bidder(s) from phase one, and the third phase on the inspection in loco for only shortlisted bidder(s) from phase two.
- 5.2. The purpose of the presentation is to provide the opportunity to the bidder to present their proposal, as well as to mutually clarify issues relating to the brief and project as a whole. It is not an opportunity for the bidders to amend their proposals.
- 5.3. Bidders that achieve a minimum technical score of **65 points for phase one** of the evaluation will proceed to phase two and be invited for presentations. Failure to meet the minimum scoring point on each technical criteria will result in the bidder not proceeding to the next phase of evaluation. The highest scoring bidder(s) for phase one (01) to **the maximum of ten (10)** will be eligible for phase two (02).
- 5.4. The bidding companies who qualify for the second phase of evaluation will be notified in advance of the date and venue for the presentations.
- 5.5. Bidder(s) will be required to achieve a minimum score of **10 points** for the power point presentation for phase two in order to proceed to the third phase which is an in loco inspection and not score 0 points on any of the individual criterion for all the phases. The highest scoring bidder(s) for phase two (02) to **the maximum of five (05)** will be eligible for phase three (03).
- 5.6. The bidding companies who qualify for the third phase of evaluation will be notified in advance of the date of the in loco inspection. The bidder will be afforded an opportunity to select a client or invite a representative of the client of their choice for the in loco inspection where similar project has been implemented or is currently being implemented. It is the responsibility of the bidder to arrange with the clients within 5 working days from date of request of the in loco inspection. Where necessary, in loco inspection may be conducted virtually.
- 5.7. Bidder(s) will be required to achieve a minimum score of **10 points** for the powerpoint presentation for phase two in order to proceed to a third phase which is an in loco inspection and not score 0 points on any of the individual criterion for phase two.
- 5.8. Bidder(s) will be required to achieve a minimum score of **30 points** for the in loco inspection for phase three in order to proceed to the next stage and not score 0 points on any of the individual criterion for phase three.
- 5.9. Bidder(s) will be required to achieve an overall score of **105 points out of 150 points** for functionality and not score 0 points on any of the individual criterion for all the phases in order to be evaluated further on price and specific goals.

5.10. Refer to Annexure A, B and C for the scoring sheet that will be used to evaluate technical functionality, presentation and an in loco inspection respectively. **It is critical that you examine how the points will be allocated per item to avoid your team being marked down or disqualified if the information required is not explicit.**

5.11. The overall evaluation of the functional / technical detail of the proposal, presentation and in loco inspection will be based on the following criteria:

TABLE A: TECHNICAL EVALUATION (PHASE ONE) REFER TO ANNEXURE A FOR DETAILED BREAKDOWN OF POINTS

Evaluation Criteria	Description	Weight
Technical	Qualification(s) and Experience of the Project Team	20
	<ul style="list-style-type: none"> • Experience of the Project Team in managing the design, development and implementation of a Security technology solution in organisations such as government institutions including SOEs and or private sector • Qualifications of the Project Team working with organizations for the implementation of the security technology solution 	
Technical	Experience of the Organization	20
	<ul style="list-style-type: none"> • Experience of the organisation in the implementation of a security technology solution in organisations such as government institutions including SOEs and or private sector 	
Technical	Delivery Capacity of the Organization	30
	<p>The organization must demonstrate ownership/availability of tools and trade as follows:</p> <ul style="list-style-type: none"> • Vehicles • Firearms • 24/7 fully functional and equipped control room 	
Technical	Proposed Design Approach, Tools and Implementation Plan	30
	<p>Methodology to provide for</p> <ul style="list-style-type: none"> • Proposed design approach for a Security Technology Management Solution • Resource planning, tools and strategies to implement the proposed Security technology Solution • Process to consult and obtain approval on the draft strategy • Implementation Plan • A POE in support of the proposed approach 	
Total		100

TABLE 2: POWERPOINT PRESENTATIONS (PHASE TWO) REFER TO ANNEXURE B FOR DETAILED BREAKDOWN OF POINTS

Evaluation Criteria	Description	Weight
Technical	Shortlisted Bidder(s) to deliver a presentation on proposed strategies and measures successfully implemented in similar projects of implementing a security technology.	10
Technical	Value adds in terms of new/innovative and value-added approaches to service delivery. Bidder provides additional value-adds in terms of tools and resources, expedient design and development process, low cost, customer services, and various innovative service delivery approaches, including the use of technology	10
TOTAL		20

TABLE 3: IN-LOCO INSPECTION (PHASE THREE) REFER TO ANNEXURE C FOR DETAILED BREAKDOWN OF POINTS

Evaluation Criteria	Description	Weight
Technical	Shortlisted Bidder(s) to lead the tour to enable the bid committee members to view, inspect and verify the existence of the following: <ul style="list-style-type: none"> • Vehicles • Firearms • a 24/7 fully functional and equipped central control room 	30
Total		30

6. EVALUATION PROCESS

- The above mentioned criteria regarding Functionality is required for responsiveness and therefore eligibility for the next stage of evaluation. This is done to determine the ability of each bidder to successfully execute the contract according to specifications.
- Bidder(s) will be required to achieve an overall score of **105 points out of 150 points** for functionality and not score 0 points on any of the individual criterion for all the phases in order to be evaluated further on price and specific goals.
- Failure to score **105 points out of 150 points** for functionality will lead to non-compliance and bidders will be rejected after this phase and not continue for price scoring.
- For purposes of comparison and in order to ensure meaningful evaluation, bidders are requested to furnish detailed information in substantiation of compliance to functionality criteria mentioned. These criteria shall only determine whether a bid will further be evaluated and will not influence the points scored on Price.

6.1. EVALUATION OF PROPOSALS

All proposals will be evaluated by the Bid Evaluation Committee for functionality, price and specific goals. Based on the results of the evaluation process and upon successful negotiations, the MCLM will approve the awarding of contract to the successful bidder(s).

A two-envelope system evaluation process will be followed as follows.

- 6.1.1 Proposals are to be submitted in two (2) envelopes on the submission date. Envelope one (1) clearly marked as “**Technical Evaluation – A**” and envelope two (2) clearly marked as “**Financial Evaluation – B**”.
- 6.1.2 Technical proposal envelope (envelope A) will be opened first and evaluated. Those securing less than the minimum score will be disqualified and will not proceed to stage 2. Bidders that secured the minimum points for stage 1, their financial proposal envelopes (envelope B) will be opened in public. Bidders that passed stage 1 will be notified by e-mail (scmenquiries@mogalecity.gov.za) 5 days in advance of the date, time and venue of the opening of financial proposal envelopes of shortlisted bidders.
- 6.1.3. The company with the highest points will then be selected. Under this method, the qualifying minimum mark should be established, keeping in view that all proposals above the minimum compete only on “cost” and promotion of Specific Goal objectives.

6.2. PREFERENTIAL POINTS SYSTEM

The 90/10 or 80/20 preferential points system as per PPPFA 2022 will be used where 90 or 80 points will be dedicated to price and 10 or 20 points to specific goals.

6.3. PRICING PROPOSAL

- 6.3.1. Pricing proposal must be cross-referenced to the sections in the Technical Proposal.
- 6.3.2. Price needs to be provided in South African Rand (incl. VAT).
- 6.3.3. Price should include additional cost elements such as transport, fuel, insurance, systems and software licensing fees, servicing and maintenance fees etc.
- 6.3.4. Pricing rates must be in accordance with the PSIRA Sectorial Determination where applicable.
- 6.3.5. Price escalation must be in accordance with the Rates as issued annually by PSIRA where applicable.
- 6.3.6. Any other pricing escalation for any services that are not regulated by PSIRA will be subject to the CPI as issued by the South African Reserve Bank.
- 6.3.7. The prices and rates quoted must cover all obligations under any resulting contract. The bidder(s) accepts that any mistakes regarding prices and calculations will be at their own risk.
- 6.3.8. Pricing schedule should be submitted with the proposal, but as a separate document in a sealed envelope clearly marked as **Financial Proposal “B”** and no such information should be made available in the technical proposal document itself.

NOTE: SUBMISSION OF A TECHNICAL PROPOSAL INCLUSIVE OF PRICING SCHEDULE WILL LEAD TO IMMEDIATE DISQUALIFICATION. FINANCIAL PROPOSAL (PRICING SCHEDULE) MUST BE SUBMITTED IN A SEPARATE ENVELOPE MARKED "B"

7. COST OF PROPOSAL

Bidder(s) are expected to fully acquaint themselves with the conditions, requirements and specifications of this RFP before submitting proposals. Each bidder assumes all risks for resource commitment and expenses, direct or indirect, of proposal preparation and participation throughout the RFP process. The MCLM is not responsible directly or indirectly for any costs incurred by bidder(s).

8. VERIFICATION OF DOCUMENTS

MCLM reserves the right to verify and authenticate all the submitted documents with any relevant institution to confirm validity and credibility.

9. SPECIAL CONDITIONS

- 9.1. All security technological equipment /site requirements required shall form part of the scope for the provision of security technology services and shall be covered in the overhead fee and profit percentage payable to the supplier.
- 9.2. That there won't be any payment in advance prior to the commencement of the project.
- 9.3. That the service provider will finance the capital and operational costs of the project and the municipality will reimburse upon completion of installation or services rendered.
- 9.4. That the installed security technology, systems and any infrastructure upgrade shall remain the property of MCLM beyond the contract term.
- 9.5. That the service provider shall insure all security technology and systems throughout the contract period.
- 9.6. That the service provider may not withhold any data generated and or documents developed during the implementation of the project.
- 9.7. That the service provider shall maintain an adequate reserve that can fund and service the municipality throughout the contract period.
- 9.8. That the service provider shall on a regular basis service and maintain security technology and systems throughout the contract period.
- 9.9. That the service provider shall ensure skills transfer to the municipal personnel.
- 9.10. That the service provider shall ensure integration and linkage of their control room with the MCLM control room
- 9.11. Any form of theft taking place on site secured by the service provider shall be the responsibility of the service provider and monies equivalent to the value of such shall be recovered from invoice of the service provider.
- 9.12. All the security officers to be deployed to provide a security service, must be in possession of the necessary training certificates from accredited training establishments. Proof of valid training certificates is important.
- 9.13. The Director(s) and security business must demonstrate the administrative and management capacity, have the infrastructure and ability to manage and control the contract from commencement date.
- 9.14. The Director(s) and security business must be responsible for remunerating its employees on time and in line with the PSiRA Code of Conduct for Security Service Providers, the NBS PSS, etc.

- 9.15. The Director(s) and security business must be responsible for remunerating its employees, the minimum wages, as well as all applicable allowances, annual bonuses, etc.
- 9.16. The keeping of documents at an accessible administrative office for minimum of 5 years. (Name lists of security officers, wage register, true copies of pay slip, attendance registers, personnel files, etc).
- 9.17. Legal authorisation in respect of firearms. The security business must produce valid licenses issued by the SAPS, Central Firearm Registry. No security business may borrow or rent out firearms to another security business and the provisions of the Firearms Control Act 60/2000 as well as the PSiRA Regulations 13 must be complied with.

10. SERVICE PROVIDER PERFORMANCE MONITORING AND EVALUATION

IN COMPLIANCE WITH SECTION 27 OF SUPPLY CHAIN MANAGEMENT POLICY, THE MUNICIPALITY MUST DETERMINE THE RELEVANT CRITERIA THAT WILL BE USED TO MONITOR AND EVALUATE PERFORMANCE OF THE SERVICE PROVIDER:

NO	KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	PORTFOLIO OF EVIDENCE
1.	Alarm Systems	Installation of a robust security alert system devices including sensors, infrared detectors, and surveillance cameras to monitor access points and network infrastructure.	The implementation report detailing the alarm system, sensors, infrared detectors and surveillance cameras installed
2.	Surveillance	Deployment of high-definition CCTV cameras including thermal and infrared night vision capable cameras in high value assets.	The implementation report detailing the CCTV camera, thermal and infrared night vision cameras installed
3.	Access Control enhancement	Implementation of strict access control through the use of remote controlled, biometric, card readers and PIN codes to improve security and access control in special high value assets	Implementation report detailing the access control system enhanced
4.	Intrusion and power failure detection system	Installation of a robust intrusion detection system with sensors on perimeter fences, doors, and windows and other electric infrastructure lines (including cabling etc).	Implementation report detailing the intrusion detection system installed
5.	Data and Communication Security	Encryption of sensitive data and communications to prevent data theft, such data storage requires a safe and secure server system	Report on the encryption, archived and storage of sensitive data

6.	Back Up Power	Installation of devices with self-powered batteries and backup power systems fitted with support systems such as servers, central control room and UPS system with a minimum of uninterruptible supply capacity of 24 hours to ensure that security systems remain operational during power outages and other energy challenges.	Report on the implementation of self-powered back up systems
7.	Integration and Automation	Integration of all security components and existing systems into a unified management system. Automation of processes to enable sending of alerts to security personnel and law enforcement agencies and the central control room.	Report on the integration of all existing systems in a to a unified management system Report on the automation of process to enable sending of emergency alerts to security personnel and law enforcement agencies as well as the central control room
8.	Reaction and armed response services	Provide adequate suitable qualified and properly equipped armed response team where required to respond during emergencies on an as and when required basis	Copies of Employment Contract signed by both the Security Guard and the Security Company
9.	Patrol Service	Provide adhoc vehicle patrol service in indicated area on an as and when required services	Monthly detailed report plus logbook as well as tracker report of all the cars utilised to undertaking the patrolling services
10.	Incident Management	Incidents occurred must be attended within 30 minutes of reported time	Occurrence Book reflecting times and date of response and Monthly Incident Report

SCORING GUIDELINES

- **1 = Poor (<59%)** – Unacceptable Performance, the performance does not meet the standard expected, the contractor has failed to demonstrate the commitment level expected.
- **2 = Average (60-69%)** – Performance not fully effective, performance is below the standard required, it meets some expectations.
- **3 = Above Average (70-79%)** – Performance fully effective, performance fully meets standards expected as per the scope.
- **4 = Good (80%-89%)** – Performance significantly above expectations, performance is significantly higher than the standard expected.
- **5 = Excellent (90%-100)** – Outstanding performance, performance far exceeds the standard expected.

11. ESCALATION

Bidders must note that bid Price (s) will be in line with the PSIRA.

PERIOD ONE (1)

⇒ Bid price(s) must be fixed for the first 12 months after the base month with base month being one month prior to closing date.

PERIOD TWO (2)

⇒ Bid price(s) is/are subject to escalation of PSIRA rate for the following 12 months with the base month 12th month of period ONE (1).

PERIOD THREE (3)

⇒ Bid price(s) is/are subject to escalation of PSIRA rate for the following 12 months with the base month 12th of period **TWO (2)**.

Signature of person authorized to sign bid documents

Date

RETURNABLES CHECKLIST

NOTE: The bidder is required to complete each and every schedule listed below to the best of his ability as the evaluation of bidders and the eventual contract will be based on the information provided by the bidder.

The bidder must complete the following returnable documents:

RETURNABLE DOCUMENTS –		
PART A: TECHNICAL RETURNABLES		
Description	Included	
	Yes	No
Qualification(s) of the Project Team		
CVs of the Project Team		
Company References		
Methodology and Approach including Work plan (<i>Detailed Methodology</i>)		
A draft Security Technology Strategy		
A draft Security Technology Strategy Implementation Plan		
PART B: PRICING PROPOSAL		
Pricing Proposal		

TECHNICAL PROPOSAL CHECKLIST

PROPOSAL SHOULD INCLUDE:		
TECHNICAL RETURNABLES		
Description	Included (Please tick <input type="checkbox"/>)	
	Yes	No
An executive summary		
A summary of the bidder's understanding of what a security technology solution entails and the approach they are to employ in developing such a solution		
A portfolio of evidence (POE) in support of their proposed approach		
Clearly articulated qualifications and experience of the Project Team in implementing similar assignment in other organizations		
References of a minimum of three (3) similar initiatives successfully implemented and managed with proven and measured success by the bidder		
A description of the proposed overall approach and methodology		
A draft Security Technology Strategy		
A draft Security Technology Strategy Implementation Plan		
A description of the proposed project team or individual who will manage the project in the MCLM		
Organogram clearly outlining the names and designations of the Project Team as well as their CVs		

BID CHECKLIST

This list is aimed at assisting all bidders to submit complete bid documents.

Bidders are to check the following points before the submission of their bid document and to complete YES/NO next to each item as an indication that the bidder has complied with the provision of the item concerned.

ITEM	DESCRIPTION	YES	NO
1.	Bidder must attach the Central Supplier Database (CSD) registration report.		
2.	Copies of ID's for company/entity directors		
3.	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.		
4.	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).		
5.	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.		
6.	If the Bidding Entity and its director(s) operates from Informal settlement and does not have a Municipal Rates Account, <ul style="list-style-type: none"> ❖ the bidder must submit Confirmation on Municipality / Metro letterhead signed and stamped by the ward Councillor / delegate with contact details and not older than three (3) months. ❖ An original letter from a tribal authority not older than three (3) months indicating that the business is operating on tribal land. 		
7.	If the bidding entity and its director(s) operates from parents' place or any other place and is not responsible for Municipal account / Services. <ul style="list-style-type: none"> ❖ The bidding entity must submit an original Sworn Affidavit by the property owner. 		
8.	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.		
9.	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.		
10.	If the bidding entity's director(s) submit a Municipal Account in the name of the other spouse, an original Sworn Affidavit explaining the fact must be submitted.		
11.	All pages of the bid document have been read by the bidder and the returnable schedules and MBD 's forms duly completed and signed. e.g. MBD1, MBD 4, MBD 5, MBD 6.1, MBD 8 AND MBD 9.		
12.	All pages requiring information have been completed in full and in black ink.		

13.	Bids must be submitted in original and electronically on a USB which is PDF formatted.		
14.	No pages removed from the tender document		
15.	A copy of the resolution of your Board of Directors, similar to the attached specimen, authorizing the signatory to sign the tender and the subsequent contracts, has been attached and signed.		
16.	JV agreement has been attached and signed (if applicable)		
17.	Pricing Schedule must be completed and signed		
18.	In case of any amendments made, must be initialed in each alteration by the authorized signatory? Please note that the use of tipp-ex will lead to immediate disqualification.		
19.	Please declare any interest as required in terms of MBD - 4 truthfully and correctly as incorrect declarations are considered a criminal offence. <ul style="list-style-type: none"> ▪ Personal Tax Numbers included ▪ State Employee Number / Persal Number ▪ Identity number ▪ Name 		
20.	Please take note of the functionality evaluation criteria that will be applied to your submission in order to ensure that your company has the necessary capacity and capability to successfully execute this tender, if appointed. Ensure that sufficient information is included in your submission to ensure successful evaluation of your bid.		

PLEASE NOTE:

- ❖ **No contract will be awarded to a service provider, if the service provider or its directors are in arrears with their municipal accounts for more than three (3) months.**
- ❖ **In case of a Joint Venture, please note that individual documents have to be submitted for all parties in the JV, such as, municipal accounts, CSD, etc.**
- ❖ **No communication with Mogale City Municipal officials are allowed after the closing date of the bid. The only authorized form of communication will be through the Supply Chain Management Office email address at SCMEnquiries@mogalecity.gov.za**
- ❖ **Documents Collection: Documents can be downloaded from the e-portal at www.etender.gov.za or www.mogalecity.gov.za.**
- ❖ **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.**



ANNEXURE A- TECHNICAL EVALUATION SCORESHEET FOR THE IMPLEMENTATION OF A SECURITY TECHNOLOGY SOLUTION (PHASE 1)

No.	Criteria	Proof required	Points allocation	Max Points	Min Points	Total Points Scored
1	<p>Qualification and Experience of the Project Team The Project Team must have a demonstrated experience in the implementation of a security technology solution in organisations such as government institutions including SOEs and private sector institutions. NB: Only Qualifications recognised by the South African Qualifications Authority will be accepted.</p>					
(a)	<p>Project Manager</p> <ul style="list-style-type: none"> The Project Manager must have <u>not less</u> than 5 years' experience in the implementation of a project similar to the provision of a security technology solution. The Project Manager must possess at least an appropriate Bachelor's degree in security technology or equivalent as a minimum. The Project Manager must possess a Grade A or B or C PSIRA registration. 	<p>1x CV of the Project Manager <u>explicitly</u> indicating the number of years in implementing similar assignments in providing security technology solution must be submitted. Roles and responsibilities of the Project Manager must be clearly articulated in the CV.</p> <p>Experience to include the implementation of a security technology solution for organizations to successfully meet their needs.</p> <p>Copies of Qualification(s) of the Project Manager must be submitted.</p> <p>Valid copy of Grade A or B or C PSIRA Registration Certificate of the Project Manager must be submitted.</p>	<p>0 points – The Project Manager has no experience in similar projects of implementing security technology services and has no appropriate qualification plus a valid PSIRA Grade A/B/C registration.</p> <p>5 points – The Project Manager has at least five (5) years' experience in the implementation of similar projects of providing a security technology solution and possess a B Degree in Security Technology or equivalent plus a valid PSIRA registration Grade A/B/C.</p> <p>7 points – The Project Manager has six (6) to seven (7) years' experience in the implementation of similar projects of providing security technology solution and possess an Honours Degree in Security Technology or equivalent plus a valid PSIRA registration Grade A/B/C.</p> <p>10 points – The Project Manager has over ten (10) years' experience in the implementation of similar projects of providing security technology solution and possess a Master's Degree or Higher (PhD Degree) in Security Technology or equivalent plus a valid PSIRA registration Grade A/B/C.</p>	10	5	

(b)	<p>System Security Engineer</p> <ul style="list-style-type: none"> The System Security Engineer must have <u>not less</u> than 5 years' experience in the design, development, management and implementation of security technology. The System Security Engineer must possess at least an appropriate Diploma in Electronics Security systems or equivalent as a minimum. 	<p>1x CV of the System Security Engineer <u>explicitly</u> indicating the number of years in implementing similar assignments must be submitted. Roles and responsibilities of the System Security Engineer must be clearly articulated in the CV.</p> <p>Experience to include the designing, developing, managing and implementing of security technology for organizations to successfully meet their needs.</p> <p>Copies of Qualification(s) of the Security System Engineer or equivalent must be submitted.</p>	<p>0 points – The System Security Engineer has no experience in the design, development, management and implementation of security systems.</p> <p>5 points – The System Security Engineer has at least five (5) years' the design, development, management and implementation of security systems and possess a Diploma in Electronics Security systems or equivalent.</p> <p>7 points – The System Security Engineer has six (6) to seven (7) years' experience the design, development, management and implementation of security systems and possess a Bachelor's Degree in Electronics Security systems or equivalent.</p> <p>10 points – The System Security Engineer has over ten (10) years' experience the design, development, management and implementation of security systems and possess an Honour's Degree or Higher in Electronics Security systems or equivalent.</p>	10	5	
<p>2 Company Experience</p> <p>The organization must have a proven experience in design, development, management and implementation of a security technology solution in organisations such as government institutions including SOEs and or private sector. NB: Only recent experience dating as far back as 10 years ago will be considered.</p>						
(i)	<p>The company must have <u>not less</u> than 3 contactable references confirming design, development, management and implementation of a security technology solution in organisations such as government institutions including SOEs and or private sector.</p>	<p>Copies of Contactable Reference Letters presented in a form of a written letter on an official company letterhead of the client duly signed by an authorized client's representative where similar services have been implemented, with the following information as a minimum:</p> <ul style="list-style-type: none"> The description of the services and date of the service provided and value of the project or contract as well as the project/Bid/Tender/RFP number. The reference letter must contain an email address and contact number of the client's representative or company. 	<ul style="list-style-type: none"> < 3 Contactable Reference Letters= 0 Point (even if the combined total value is equal or exceed R 50 million) 3-4 Contactable Reference Letters with a combined value of R 50 million = 10 Points ≥ 5 Contactable Reference Letters with a combined value of R 50 million = 20 Points <p>NB: The municipality reserves the right to verify the information submitted as per section 28(e) of MCLM SCM policy.</p>	20	10	

3	Company Delivery Capacity The organization must demonstrate ownership/availability of tools and trade. Note: Vehicles and Firearms that are registered in the personal capacity of the Director's company will not be considered.					
(a)	Company branded armed response vehicles The company must prove ownership of vehicles of a minimum of 10 armed response cars branded in the company's logo registered in the name of the bidding company. NB: Vehicles that are registered in the personal capacity of the Director/(s) of the company will not be considered.	Copies of ownership in a form of a valid Natis registration certificate or Natis licensing certificate to be attached	0 point – No proof of ownership of a minimum of 10 patrol cars branded in the company's logo attached 10 points - Proof of ownership of a minimum of 10 patrol cars branded in the company's logo attached	10	10	
(b)	Firearms The company must prove ownership of firearms of a minimum of 50 handguns and 50 shotguns registered in the name of the bidding company. NB: Firearms that are registered in the personal capacity of the Director/(s) of the company will not be considered.	Proof of ownership in a form SAPS confirmation report must be attached. The report must indicate valid serial numbers of each firearm registered in the bidding company name.	0 points – No proof of ownership of a minimum of 50 handguns and 50 shotguns registered in the name of the bidding company attached 10 points - Proof of ownership of a minimum of 50 handguns and 50 shotguns registered in the name of the bidding company attached	10	10	
(c)	Company Infrastructure The company must prove availability/existence of a 24/7 fully functional and equipped control room	Proof of availability/existence of a fully functional and equipped control room in a form of valid license certificate called Radio Frequency Spectrum-simplex in the Company's name or in the name of the supplier of the two-way radios	0 points – No proof of availability/existence of a fully functional and equipped control room in a form of valid license certificate called Radio Frequency Spectrum-simplex in the Company's name or in the name of the supplier of the two-way radios 10 points - Proof of ownership availability/existence of a fully functional and equipped control room in a form of valid license certificate called Radio Frequency Spectrum-simplex in the Company's name or in the name of the supplier of the two-way radios	10	10	

4	Proposed Design Approach, Tools and Implementation Plan					
The bidder must demonstrate their understanding of the key requirements and expectations of MCLM as outlined in this document.						
	<p>An in-depth understanding of the MCLM and its role and mandate is required. A detailed approach, methodology and tools on how they will assist MCLM in achieving the objectives of this request, must be provided, including an outline of the project deliverables, indicating key milestones and turnaround times.</p>	<p>Detailed Methodology to provide for the:</p> <ul style="list-style-type: none"> • Design approach of the proposed security technology solution • Resource plan, tools and or strategies to develop the proposed security technology solution and its implementation plan. • Overall project work plan outlining the proposed cycles during the project lifecycle (POE) of similar work in support of the proposed approach. 	<p>0 points - non-submission or proposal does not address the scope of the assignment.</p> <p>15 points - Approach is specifically tailored to suit the MCLM's physical security requirements. The work plan and timeframes meet the requirements of the assignment, the sequencing of activities demonstrate that the bidder clearly understand the requirements and has a good understanding of the needs of the MCLM.</p> <ul style="list-style-type: none"> • Design approach of the proposed physical security solution = 5 Points • Resource plan, tools and or strategies to develop the proposed physical security solution and its implementation plan = 5 points • Overall project work plan outlining the proposed cycles during the project lifecycle (POE) of similar work in support of the proposed approach = 5 Points <p>30 points -The approach is innovative and exceeds the expectations of the MCLM physical security requirements. The work plan and timeframes exceed the minimum requirements of the assignment, the sequencing of activities indicate the bidder has an excellent or demonstrated in-depth understanding of MCLM's requirements.</p> <ul style="list-style-type: none"> • Design approach of the proposed physical security solution = 10 Points 	30	15	

			<ul style="list-style-type: none"> Resource plan, tools and or strategies to develop the proposed physical security solution and its implementation plan = 10 Points Overall project work plan outlining the proposed cycles during the project lifecycle (POE) of similar work in support of the proposed approach = 10 Points 			
TOTAL POINTS				100	65	

NB: Bidders that achieve a minimum technical score of 65 points out of 100 for phase one of the evaluation and not score 0 points on any of the individual criterion for phase one will proceed to phase two and will be invited for presentations.



ANNEXURE B- POWERPOINT PRESENTATION SCORESHEET FOR THE IMPLEMENTATION OF A SECURITY TECHNOLOGY SOLUTION (PHASE 2)

No.	Criteria	Points allocation	Maximum Points	Minimum Points	Points Scored
1	Shortlisted Bidders to deliver a presentation on their experience in the implementation of a security technology solution in organizations such as government, SOEs, and or private sector.	<p>1.1. Proposed design approach for the development, management and implementation of a security technology solution:</p> <ul style="list-style-type: none"> • Alarm Systems = 1 Point • Surveillance systems = 2 Points • Access Control enhancement = 1 Point • Intrusion and power failure detection = 1 Point • Secure Data and Communication = 1 Point • Backup Power = 1 Point • Integration and Automation = 1 Point • Reaction and armed response services = 2 Points <p>1.2. Bidder proposed innovative value adds that exceeds the expectations of the MCLM = 10 Points</p>	20	10	
Total			20	10	

NB: Bidder(s) will be required to achieve a minimum score of 10 points out of 20 points for the powerpoint presentation for phase two and not score 0 point on any of the individual criterion for phase two in order to proceed to a third phase which is an in loco inspection.



ANNEXURE C- INLOCCO INSPECTION SCORESHEET ON THE AVAILABILITY OF TOOLS OF TRADE FOR THE PROVISION OF SECURITY TECHNOLOGY SERVICES (PHASE 3)

Description	MAXIMUM POINTS	MINIMUM POINTS	POINTS SCORED
1. Control Room <ul style="list-style-type: none"> A fully functional, equipped and compliant control room that is operational for 24/7 and 365 	10	10	
2. Company branded response vehicles <ul style="list-style-type: none"> A minimum of ten (10) armed response cars for monitoring purposes. 	10	10	
3. Company Firearms <ul style="list-style-type: none"> A minimum of 50 handguns and 50 shotguns 	10	10	
TOTAL POINTS	30	30	

NB: Bidder(s) will be required to achieve a minimum score of 30 points out of 30 points for the inspection in loco for phase three and not score 0 points on any of the individual criterion for phase three in order to proceed to the stage of evaluation which is the pricing and specific goals.

NB: Bidder(s) will be required to achieve an overall score of 105 points out of 150 points for functionality and not score 0 points on any of the individual criterion for all the phases (1-3) in order to be evaluated further on price and specific goals.

ANNEXURE D: MCLM GUARDING POSTS – FACILITIES LIST 2024/2025

CIVIC CENTRE – MOGALE CITY

1.	MAIN ENTRANCE
2.	HUMAN RESOURCES
3.	CORPORATE & LEGAL
4.	MUNICIPAL MANAGER'S OFFICE
5.	FINANCE DEPARTMENT (SCM)
6.	MAYOR'S OFFICE
7.	SALARIES DEPARTMENT
8.	IT
9.	CIVIC CENTRE PAY POINT
10.	CIVIC CENTRE INDIGENT
11.	ACCESS POINTS (GATES 3, 5, 6, 8)
12.	PARKING AREA GATE 6
13.	PARKING AREA GATE 3
14.	107 AREA

PAY POINTS – MOGALE CITY

1.	KAGISO OFFICE PAY POINT
2.	RIETVALLEI 1 PAY POINT
3.	RIETVALLEI 2 & 3 PAY POINT
4.	AZAADVILLE PAY POINT
5.	KAGISO MALL PAY POINT
6.	MUNSIEVILLE PAY POINT
7.	MAGALIESBURG PAY POINT
8.	MULDERSDRIFT PAY POINT

PUMP STATIONS – MOGALE CITY

	ARMED/UNARMED SECURITY OFFICERS
1.	MUNSIEVILLE PUMP STATION

2.	SHANNON PUMP STATION
3.	GA MOHALE SEWER PUMP STATION
4.	HILLTOP PUMP STATION
5.	RIVERSIDE PUMP STATION
6.	LUSAKA PUMP STATION
7.	RIETVALLEI PUMP STATION
8.	FLIP HUMAN PUMP STATION
9.	SWANIEVILLE PUMP STATION
10.	CHIEF MOGALE PUMP STATION
11.	RIETFONTEIN PUMP STATION

PARKS – MOGALE CITY

1.	KRUGERSDORP WEST PARK
2.	MULDERSDRIFT PARK
3.	MUNSIEVILLE PARK
4.	MAGALIES PARK
5.	CORONATION PARK OFFICES
6.	CORONATION PARK WAREHOUSE
7.	MINDALORE PARK
8.	CORONATION PARK: MAIN GATE
9.	KAGISO REGIONAL PARK
10.	MUNSIEVILLE INDUSTRIAL PARK
11.	AZAADVILLE REGIONAL PARK

WASTEWATER TREATMENT WORKS – MOGALE CITY

1.	PERCY STEWARD SEWER
2.	MAGALIESBURG WATER CARE WORKS
3.	MULDERSDRIFT WATER CARE WORKS
4.	FLIP HUMAN

ELECTRICAL SUBSTATIONS – MOGALE CITY

1.	CONDALE SUBSTATION
2.	BOLTONIA SUBSTATION
3.	FOUNTAIN SUBSTATION
4.	LIBERTAS SUBSTATION
5.	FACTORIA SUBSTATION
6.	BODENSTEIN SUBSTATION
7.	CHAMDOR SUBSTATION
8.	LICENSING SUBSTATION

SWIMMING POOLS – MOGALE CITY

1.	AZAADVILLE SWIMMING POOL
2.	KAGISO SWIMMING POOL
3.	KRUGERSDORP WEST SWIMMING POOL
4.	CORONATION PARK SWIMMING POOL

LIBRARIES – MOGALE CITY

1.	LUIPAARDSVLEI LIBRARY
2.	KAGISO LIBRARY
3.	LUSAKA LIBRARY
4.	KAGISO 1 LEWISHAM LIBRARY
5.	DESMOND TUTU
6.	HEKPOORT LIBRARY
7.	KRUGERSDORP WEST LIBRARY
8.	KRUGERSDORP LIBRARY
9.	KROMDRAAI LIBRARY
10.	SMOKEDOWN LIBRARY
11.	MUNSIEVILLE EXT 4
12.	RIETVALLEI LIBRARY

13.	MAYIBUYE MODULAR LIBRARY
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RESERVOIRS – MOGALE CITY

1.	KAGISO RESERVOIR (CENTRAL)
2.	AZAADVILLE RESERVOIR
3.	EXT. 13 RESERVOIR
4.	CHAMDOR RESERVOIR
5.	NOORDHEUWEL RESERVOIR
6.	RANT & DAL RESERVOIR
7.	SHANNON RESERVOIR
8.	MUNSIEVILLE RESERVOIR

LANDFILL SITE – MOGALE CITY

1.	LUIPAARDSVLEI LANDFILL SITE
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TRAINING CENTRE – MOGALE CITY

1.	CHAMDOR TRAINING CENTRE
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MULTI PURPOSE CENTRE – MOGALE CITY

1.	MUNSIEVILLE MULTI PURPOSE CENTRE 1
2.	MUNSIEVILLE MULTI PURPOSE CENTRE 2

CEMETERIES – MOGALE CITY

1.	WEST HAVEN MINDALORE CEMETERY
2.	STERKFORTEIN CEMETERY
3.	TARLTON CEMETERY
4.	HEKPOORT CEMETERY
5.	MULDERSDRIFT CEMETERY
6.	MAGALIESBURG CEMETERY
7.	BURGERSHOOP CEMETERY
8.	KAGISO CEMETERY
9.	AZAADVILLE CEMETERY

SPORT STADIUM – MOGALE CITY

1.	BOB VAN REENEN
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SPORT COMPLEX – MOGALE CITY

1.	MUNSIEVILLE SPORT COMPLEX
2.	MAGALIESBURG SPORT COMPLEX
3.	MULDERSDRIFT SPORT COMPLEX
4.	LUSAKA SPORT COMPLEX
5.	KAGISO EXT. 13 SPORT COMPLEX
6.	AZAADVILLE SPORT COMPLEX
7.	RIETVALLEI SPORT COMPLEX
8.	KAGISO CENTRAL SPORT COMPLEX

TENNIS COURTS – MOGALE CITY

1.	KRUGERSDORP WEST TENNIS COURT
2.	LEWISHAM TENNIS COURT

HOSTELS – MOGALE CITY

1.	MUNSIEVILLE HOSTEL MINI SUBSTATION
2.	BOIKETLO HOSTEL MINI SUBSTATION

OTHER BUILDINGS AND COMMUNITY HALLS – MOGALE CITY

1.	MAGALIESBURG ARTS & CULTURE (UBUNTU 2)
2.	KRUGERSDORP WEST HALL
3.	BURGERSHOOP COMMUNITY CENTER
4.	MMC: CDS ACCESS DOOR
5.	COMMUNITY DEVELOPMENT MAIN GATE
6.	KAGISO CENTRAL HALL
7.	KAGISO 1 HALL
8.	MARKET HALL
9.	ECDC SINGOBILE

10.	MAGALIESBURG CIVIC CENTRE HALL/CIVIC CENTRE
11.	WARD OFFICE KAGISO CENTRAL
12.	AZAADVILLE STORES
13.	CHAMDOR YARD
14.	LICENSING OFFICES DELPORTON
15.	MUSEUM
16.	LUIPAARDSVLEI HALL
17.	KAGISO MEMORIAL SITE
18.	MAYOR'S RESIDENCE
19.	MAGALIESBURG RECYCLING FACILITY
20.	ELLERINES BUILDING
21.	PRESIDENT STREET BUILDING
22.	IEC BUILDING
23.	PRESIDENT FLATS
24.	PIONEER FLATS
25.	VAN RIEBEECK FLATS
26.	PUBLIC SAFETY
27.	KRUGERSDORP TAXI RANK
28.	NELSON MANDELA HALL
29.	MAYOR'S HOUSE MUNSIEVILLE
30.	LUSAKA HALL
31.	AZAADVILLE HALL
32.	EXT 12 HALL
33.	MUNSIEVILLE HALL
34.	TARLTON AGRI PARK
35.	CHAMDOOR AUTOMOTIVE HUB
36.	LEPHARO AUTOMOTIVE HUB

37.	CARMEL ESTATE AGRI HUB
38.	SWANEVILLE AGRI HUB
39.	KROMDRAAI (Comprehensive Rural Dev Programme)
40.	PTN 344 HEKPOORT 504 JQ
41.	LEPHARO INDUSTRIAL PARK