

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

SUPPLY AND SERVICES CONTRACT No. 23 OF 2018 – SECTION 3

**APPOINTMENT OF A PANEL OF SECURITY SERVICE PROVIDERS FOR THE
PROVISION OF SECURITY SERVICES AT CERTAIN MUNICIPAL FACILITIES AND
PLACES OF WORK INCLUDING VIP PROTECTION**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers for the above works. ***Only Service Providers who are registered with the Private Security Industry Regulatory Authority (PSIRA) will be considered for appointment.***

Tender documents will be available to tenderers from **14h00 on Tuesday, 23 January 2018**. Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury e-Tender Publication Portal on www.etenders.gov.za.

Printed copies of the tender documents shall also be available from 14h00 on Tuesday, 23 January 2018, from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of R799.14 (including VAT) for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For technical enquiries regarding the scope of works, please contact Ms. Priscilla Mahlaba on either Tel. No. 033 392 291 0 or e-mail: priscilla.mahlaba@msunduzi.gov.za

For Supply Chain Management related matters, please contact Vinesh Govender on either Tel. No. 033-392 202 7 or e-mail: vinesh.govender@msunduzi.gov.za

A compulsory Tender Briefing Meeting for the above project will be held at 10h00 prompt on Tuesday, 6 February 2018, in the Traffic and Security Department's Lecture Room, 21 Washington Road, Pietermaritzburg, 3201. Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer queries raised by prospective Service Providers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. ***Service Providers arriving at the meeting after the stipulated starting time will be disqualified. Service Providers attending the meeting must be in possession of a Tender Document failing which the Service Provider shall be disqualified. Service Providers producing only the Tender Briefing Certificate at the meeting will not be considered.*** No Service Provider will be allowed to represent more than one (1) Company at the meeting. Only one representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting.

No Tenderer will be allowed to purchase or collect tender documents after 14h00 on 5 February 2018, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Tenderer in this regard.

Sealed tenders endorsed on the envelope "**Supplies and Services Contract No. 23 of 2018: Section 3 and the Contract Description**" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, not later than **12h00 on Tuesday, 20 February 2018**, when they will be opened in public. Only tenders placed in the tender box shall be accepted. Under no circumstances whatsoever will any extension of time be allowed for submission of tenders.

Tender Validity period: Three (3) months commencing from the closing date of the tender.

Tender Adjudication/Evaluation Criteria: The tender shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 90/10 Preference Point System in accordance with the Preferential Procurement Regulations, 2017, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000.

The Functionality for Stage One shall be evaluated on the following criteria: -

Item	Functionality / Technical Criteria	Max Points
1.	Project Plan and Company Profile	15
	<p>Project Plan</p> <ul style="list-style-type: none"> • The Service Provider understands Integrated Security Solution – Implementation Plan of Project and site specific work plan. To be submitted to claim points. (5) • Company to show capability to provide offsite monitoring solutions for alarms and CCTV monitoring. (5) 	
	<ul style="list-style-type: none"> • Company Profile of Company - To include completed projects of a similar nature. (5) 	5
2.	Experience in Security Environment	15
	<ul style="list-style-type: none"> • The Bidder has a minimum of 5 (Five) years' experience in the security industry. (5) 	(5)
	The Bidder to provide 5 (Five) recent letters of references in similar projects successfully completed and to complete the Data Schedule for Previous Experience with two reference letters in respect of every Project that confirms that the company has experience in providing services. (10)	(10)
3.	Operational Plans	25
	<ul style="list-style-type: none"> • Patrol monitory system (5) • Strike Action and Riot Plan / Policy (5) • Crowd Control Plan / Policy • Tactical Response Plan / Policy (5) • Firearm Control Plan / Policy and Firearm Armory in compliance with Firearms Control Act of 2000 (5) 	(5)
4.	Operation Capacity	20
	<ul style="list-style-type: none"> • The Bidder must provide three CV's of key operational staff with relevant experience to manage this contract (5) • Company Organogram (5) • Provide a list of 5 armed security officers that are being currently provided to other clients by the bidder (5) 	(5)

	<ul style="list-style-type: none"> Security Officers Competency Certificates (Certified) (a total of 5) 	(5)
5.	Control Room	4
	<ul style="list-style-type: none"> Fully operational control room situated within Msunduzi Municipality Control room to be 24 hours operational Control room should be according to PSIRA standards Control room should have Two-way Radio Base Station <p>An inspection of the bidder's premises will be done by the dedicated Municipal official/(s) after the closing of the tender to ascertain the availability of the operational control room and statutory requirements of the bidder.</p>	(1) (1) (1) (1)
6.	Financial and Resources	10
	<ul style="list-style-type: none"> Provide 3 (Three) year's Annual Audited Financial Statements. 	5
	<ul style="list-style-type: none"> Provide a list of resources that belong to the company to be completed on the Schedule of Resources 	5
8.	Substation Electricity Proposal	5
	<ul style="list-style-type: none"> A proposal for an electronic solution to lock down all national key point facilities as well as electricity substations and to monitor same substations offsite 	5
TOTAL POINTS		94
MINIMUM THRESHOLD		70%

The Council does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of a tender. Each tenderer will be informed of the tender result. The Council expects businesses within the Pietermaritzburg and Midlands Region to support its contract and affirmative action programmes.

SIZWE HADEBE (MUNICIPAL MANAGER)