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Reference number: Bid 1265/2026-F

BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS

Company Name	
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The Department invites prospective bidders to submit offers for the decommission of the existing system, supply, install, commission and maintenance of an integrated electronic security system to the KwaZulu-Natal Provincial Treasury offices allocated in the following sites: Treasury House; Offices of the MEC in Natalia Building and Nomalanga Building office which are situated in Pietermaritzburg. This invitation is issued in terms of section 5 of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and Preferential Procurement Regulations, 2022.

1. THE EVALUATION CRITERIA ARE DIVIDED INTO FOUR (04) PHASES:

1.1 PHASE 1: SUPPLY CHAIN MANAGEMENT ADMINISTRATIVE COMPLIANCE

- (a) The bid submitted must be complete in all respects.
- (b) The following forms must be duly completed and stamped (where applicable) and be submitted with the bid at the time of closing of the bid:

COMPULSORY BID FORMS	
PART A	INVITATION TO BID (SBD 1)
PART B	TERMS AND CONDITIONS FOR BIDDING (SBD 1)
	AUTHORITY TO SIGN THE BID OR SUBMIT RESOLUTION LETTER
SECTION C	DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE IS CORRECT AND UP TO DATE
SECTION D	COMPULSORY SITE INSPECTION CERTIFICATE
SECTION F	BIDDER'S DISCLOSURE (SBD 4)

Failure to comply with the Supply Chain Administrative Compliance shall result in the offer being considered non-responsive and shall be rejected.

1.2 PHASE 2: TECHNICAL MANDATORY REQUIREMENTS

A bidder must comply with all the mandatory requirements outlined in the bid document. Failure to comply with the mandatory requirements shall result in the offer being considered non-responsive and shall be rejected.

1.3 PHASE 3: TECHNICAL FUNCTIONALITY REQUIREMENTS

To assess the bidder's execution capacity, all documents outlined in the bid document must be submitted by the bid closing date and time. The technical functionality requirements are divided into two elements.



- (a) **Element A: Access Control functionality requirements:** The bidders are required to do a Demonstration / Presentation / Proof of Concept of their proposed solution as per Phase 3 that contains the ability to support the business objectives in relation to the required technology infrastructure and the required components. Failure to comply with all Element A: access control functionality requirements evaluation shall result in the offer being considered non-responsive and rejected.
- (b) **Element B: CCTV Surveillance System functionality requirements:** Bidders must obtain a minimum functionality score of 65% to qualify for the next stage of the evaluation process. Any bidder that fails to achieve the minimum threshold of 65% shall be regarded as non-responsive and shall be disqualified from further evaluation.

1.4 PHASE 4: 80/20 PREFERENCE POINT SYSTEM

The applicable preference point system for this tender is an 80/20 preference point system where 80 points will be allocated for price, and 20 points will be allocated for specific goals as follows:

Preference point system	
Price	80
Specific Goals	20
• Historical Disadvantaged People (HDP) - Black-Owned Enterprises	10
• Historical Disadvantaged People (HDP) – Women-Owned Enterprises	10
Total	100

It is mandatory for tenderers to complete SBD 6.1 to claim the points for specific goals; failure to complete SBD 6.1 shall be interpreted to mean that the points for specific goals are not claimed.

It is compulsory for bidders to substantiate that they meet the above specific goals requirements by submitting the following evidence:

- (i) Copy of Enterprise Registration Certificate (CIPC)
- (ii) Valid B-BBEE certificate or sworn affidavit confirming the percentage of Black & Women Ownership:
 - B-BBEE certificate indicating the B-BBEE status level of the contributor. The B-BBEE certificate must be issued by a SANAS-accredited verification agency; or
 - A duly completed sworn affidavit signed by the deponent and commissioned by the authorised commissioner of oaths.
 - The sworn affidavit must indicate the date, month, and year on which the annual total revenue is based and the level of black ownership that is claimed; or
 - A sworn affidavit on an accredited template issued by the DTI/CIPC for both EME and QSE.
 - If the B-BBEE / Sworn Affidavit indicates the financial year which is outside the annual total review period, the entity must submit the latest audited Annual Financial Statements or Management Accounts in disposing to the Sworn Affidavit or B-BBEE used to bid.
 - A trust, consortium, or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level certificate.
- (iii) In case of a sole proprietorship, an Identity Document and Valid B-BBEE certificate or sworn-affidavit must be submitted to claim specific goals points.

It is mandatory for tenderers to complete SBD 6.1 to claim points for specific goals; failure to complete SBD 6.1 shall be interpreted to mean that the points for specific goals are not claimed.

2. COLLECTION OF BID DOCUMENT

The physical address for the collection of bid documents at an applicable fee is First Floor, Treasury House, 145 Chief Albert Luthuli Street (a.k.a. Commercial Road), corner Chief Albert Luthuli and Church Street, Pietermaritzburg.

Documents may be collected during working hours from **08:00am to 15:30**.

Free Download of Bid Document

The bid document can be downloaded from the Departmental website and the eTender Portal at the following links:
<http://www.kzntreasury.gov.za/Tenders/Advertisements> and e-Tender Portal: www.etenders.gov.za

3. COMPULSORY BRIEFING AND SITE VIEWING SESSION

3.1 The briefing will be held as follows:

Date: **9 October 2026**
Time: **10:00 am**
Venue: **Treasury House, 145 Chief Albert Luthuli Street, Pietermaritzburg, 3201**

Bidders are required to sign the attendance register for the compulsory briefing session on the scheduled date indicated above. Failure to sign the attendance register will result in the offer being rejected and considered non-responsive.

3.2 The compulsory SITE viewing will be conducted after the briefing session at the below office addresses:

- (a) Treasury House - 145 Chief Albert Luthuli Street, Pietermaritzburg, 3201
- (b) Natalia Building (2nd floor North Tower) - 333 Langalibalele Street, Pietermaritzburg, 3201
- (c) Nomalanga Building - 214 Langalibalele Street, Pietermaritzburg, 3201

It is compulsory for the bidder to sign the register, complete and sign the Compulsory Site Inspection certificate forms per site (Section D1, D2 & D3). It is also compulsory that the forms be signed and stamped by a representative from KZNPT. Failure to sign the registers and submit the signed stamped, and duly completed certificates will result in the offer being rejected and considered non-responsive.

4. CONTACT PERSON FOR SCM AND TECHNICAL ENQUIRIES

SCM enquiries may be directed to:

- Ms. T. Makhathini, Tel No. (033) 897 4440 and Mr. N. Nxumalo, Tel No. 033 897 0483 and e-mail: acquisition@kzntreasury.gov.za

Technical enquiries may be directed to:

- Ms. N. Zulu Tel No. (033) 897 4454 and Mr. V. Jaka Tel. No. (033) 897 4256 and e-mail: acquisition@kzntreasury.gov.za

5. CLOSING OF BID:

The closing date and time for receipt of tenders is **23 October 2026 at 11:00 am**.

Telegraphic, telephonic, telex, facsimile, e-mail and late Tender Proposals will not be accepted. Bids must be deposited in the bid box specified below. Bids deposited in any other bid box and address will not be accepted.

The Bid Box, located on the ground floor at the Treasury House
Attention: Financial Management Supply Chain Management Unit
KZN Provincial Treasury
145 Chief Albert Luthuli Road
Pietermaritzburg, 3201

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DEFINITIONS

1. **“Acceptable bid”** means any bid which, in all respects, complies with the specifications and conditions of the bid as set out in the bid document under bid number **BID 1265/2026-F**
2. **“Bid”** means a written offer in a prescribed or stipulated form in response to the invitation by the Department for the provision of goods, works or services under bid numbers **BID 1265/2026-F**
3. **“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.
4. **“Consortium or joint venture”** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract.
5. **“Contract”** means the agreement that results from the acceptance of the bid by the Department.
6. **“Control”** means the possession by a person of a permanent authority and power to manage the assets, goodwill and daily operations of a business and the active and continuous exercise of appropriate managerial authority and power in determining the policies and directing the operations of the business.
7. **“Department”** means the KwaZulu-Natal Provincial Treasury.
8. **“Equity Ownership”** means the percentage of ownership and control exercised by individuals within an enterprise.
9. **“Specific goals”** means the inclusion of the following:
 - (i) contracting with persons or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender, or disability
 - (ii) implementing the programme of the Reconstruction and Development Programme as published in the Government Gazette No. 16085 dated 23 November 1994



PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KWAZULU-NATAL PROVINCIAL TREASURY					
BID NUMBER:	BID 1265/2026-F		CLOSING DATE:	23 OCTOBER 2026	
			CLOSING TIME:	11:00	
DESCRIPTION	DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
GROUND FLOOR, TREASURY HOUSE,					
145 CHIEF ALBERT LUTHULI STREET (A.K.A. COMMERCIAL ROAD), PIETERMARITZBURG					
CORNER CHIEF ALBERT LUTHULI AND CHURCH STREET, PIETERMARITZBURG					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MS. T. MAKHATHINI/ MR. N. NXUMALO		CONTACT PERSON	MS. N. ZULU/ MR. J. JACA	
TELEPHONE NUMBER	(033) 897 4440/0483		TELEPHONE NUMBER	(033) 897 4454/4256	
E-MAIL ADDRESS	acquisition@kzntreasury.gov.za		E-MAIL ADDRESS	acquisition@kzntreasury.gov.za	
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES	☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES	☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES	☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES	☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES	☐ NO
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 BELOW.					

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

AUTHORITY TO SIGN A BID

The bidder must indicate the enterprise status by ticking the appropriate box hereunder.

(I) CLOSE CORPORATION	(II) COMPANIES	(III) SOLE PROPRIETOR	(IV) PARTNERSHIP	(V) CO-OPERATIVE	(VI) JOINT VENTURE / CONSORTIUM
					Incorporated
					Unincorporated

I/We, the undersigned, being the Member(s) of Cooperative/ Sole Owner (Sole Proprietor) / Close Corporation/ Partners (Partnership)/ Company (Representative) or Lead Partner (Joint Venture / Consortium), in the enterprise trading as:.....

hereby authorise Mr/Mrs/Ms

acting in the capacity of

whose signature is

to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

NAME	ADDRESS	SIGNATURE	DATE

(If the space provided is not enough, a separate list should be attached)

Note:

Members of the enterprise must complete this form in full according to the type of enterprise, authorising the signatory to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

Note: In a case of a Sole proprietor, a director may appoint himself/herself if they will be the one signing all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

SECTION A

SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF BIDDING FORMS

PLEASE NOTE THAT THIS BID IS SUBJECT TO TREASURY REGULATIONS 16A ISSUED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999, THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK.

1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. Bids submitted must be complete in all respects.
5. Bids shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the bid documents.
6. Each bid shall be addressed in accordance with the directives in the bid documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the bid number and closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope. If this provision is not complied with, such bids may be rejected as being invalid.
7. All bids received in sealed envelopes with the relevant bid numbers on the envelopes are kept unopened in safe custody until the closing time of the bids. Where, however, a bid is received open, it shall be sealed. If it is received without a bid number on the envelope, it shall be opened, the bid number ascertained, the envelope sealed, and the bid number written on the envelope.
8. A specific box is provided for the receipt of bids, and no bid found in any other box or elsewhere subsequent to the closing date and time of bid will be considered.
9. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the bid documentation, and proof of posting will not be accepted as proof of delivery.
10. No bid submitted by telefax, telegraphic or other electronic means will be considered.
11. Bidding documents must not be included in packages containing samples. Such bids may be rejected as being invalid.
12. Any alteration made by the bidder must be initialed.
13. Use of correcting fluid is prohibited
14. Bids will be opened in public as soon as practicable after the closing time of bid.
15. Where practical, prices are made public at the time of opening bids.
16. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
17. Bidder must initial each and every page of the bid document.

SECTION B

REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE

1. In terms of the National Treasury Instruction Note, all suppliers of goods and services to the State are required to register on the Central Suppliers Database.
2. Prospective suppliers should self-register on the CSD website www.csd.gov.za
3. If a business is registered on the Database and it is found subsequently that false or incorrect information has been supplied, then the Department may, without prejudice to any other legal rights or remedies it may have;
 - 3.1 cancel a bid or a contract awarded to such supplier, and the supplier would become liable for any damages if a less favorable bid is accepted, or less favorable arrangements are made.
4. **The same principles as set out in paragraph 3 above are applicable should the supplier fail to request updating of its information on the Central Suppliers Database, relating to changed particulars or circumstances.**
5. IF THE SUPPLIER IS NOT REGISTERED AT THE CLOSING TIME OF BID, THE SUPPLIER WILL BE DISQUALIFIED AT THE BID EVALUATION PROCESS.



SECTION C

DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE IS CORRECT AND UP TO DATE

(To be completed by bidder)

THIS IS TO CERTIFY THAT I (name of bidder/authorized representative)

WHO REPRESENTS (state name of bidder)

CSD Registration Number.....

I AM AWARE OF THE CONTENTS OF THE CENTRAL SUPPLIER DATABASE WITH RESPECT TO THE BIDDER'S DETAILS AND REGISTRATION INFORMATION, AND THAT THE SAID INFORMATION IS CORRECT AND UP TO DATE AS ON THE DATE OF SUBMITTING THIS BID.

AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE FOR DISQUALIFICATION OF THIS BID FROM THE BIDDING PROCESS, AND/OR POSSIBLE CANCELLATION OF THE CONTRACT THAT MAY BE AWARDED ON THE BASIS OF THIS BID.

.....
SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE

DATE:



SECTION D1

COMPULSORY SITE INSPECTION CERTIFICATE

Site/Building/Institution Involved: **Treasury House**

Bid Reference No: **BID 1265/2026-F**

Goods/Service/Work: **Decommission of existing security system and supply, install, commission and maintenance of an integrated electronic security system for the KwaZulu-Natal Provincial Treasury for a period of three (3) years**

This is to certify that (bidder's representative name)

On behalf of (company name) _____

Visited and inspected the site on ____/____/____ (date) and is therefore familiar with the circumstances and the scope of the service to be rendered.

Signature of Bidder or Authorized Representative
(PRINT NAME)

DATE: ____/____/____

Name of Departmental or Public Entity Representative
(PRINT NAME)

Departmental Stamp

It is compulsory for the bidder to sign the register, complete and sign the Compulsory Site Inspection certificate forms per site (Section D1, D2 & D3). It is also compulsory that the forms be signed and stamped by a representative from KZNPT. Failure to sign the registers and submit the signed stamped, and duly completed certificates will result in the offer being rejected and considered non-responsive.



SECTION D2

COMPULSORY SITE INSPECTION CERTIFICATE

Site/Building/Institution Involved: **Nomalanga Building**

Bid Reference No: **BID 1265/2026-F**

Goods/Service/Work: **Decommission of existing security system and supply, install, commission and maintenance of an integrated electronic security system for the KwaZulu-Natal Provincial Treasury for a period of three (3) years**

This is to certify that (bidder's representative name) _____

On behalf of (company name) _____

Visited and inspected the site on ____/____/____ (date) and is therefore familiar with the circumstances and the scope of the service to be rendered.

Signature of Bidder or Authorized Representative
(PRINT NAME)

DATE: ____/____/____

Name of Departmental or Public Entity Representative
(PRINT NAME)

Departmental Stamp

It is compulsory for the bidder to sign the register, complete and sign the Compulsory Site Inspection certificate forms per site (Section D1, D2 & D3). It is also compulsory that the forms be signed and stamped by a representative from KZNPT. Failure to sign the registers and submit the signed stamped, and duly completed certificates will result in the offer being rejected and considered non-responsive.



SECTION D3

COMPULSORY SITE INSPECTION CERTIFICATE

Site/Building/Institution Involved: **Natalia Building**

Bid Reference No: **BID 1265/2026-F**

Goods/Service/Work: **Decommission of existing security system and supply, install, commission and maintenance of an integrated electronic security system for the KwaZulu-Natal Provincial Treasury for a period of three (3) years**

This is to certify that (bidder's representative name) _____

On behalf of (company name) _____

Visited and inspected the site on ____/____/____ (date) and is therefore familiar with the circumstances and the scope of the service to be rendered.

Signature of Bidder or Authorized Representative
(PRINT NAME)

DATE: ____/____/____

Name of Departmental or Public Entity Representative
(PRINT NAME)

Departmental Stamp

It is compulsory for the bidder to sign the register, complete and sign the Compulsory Site Inspection certificate forms per site (Section D1, D2 & D3). It is also compulsory that the forms be signed and stamped by a representative from KZNPT. Failure to sign the registers and submit the signed stamped, and duly completed certificates will result in the offer being rejected and considered non-responsive.

SECTION E

PRICING SCHEDULE – NON-FIRM PRICES
(PURCHASES)

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder:	Bid number: BID 1265/2026-F
Closing Time: 11:00	Closing date: 23 October 2026

OFFER TO BE VALID FOR **180** DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
THE PRICE OFFER MUST BE INDICATED IN THE PRICE DECLARATION FORM APPENDIX 1 AND AS PER THE PRICING INSTRUCTIONS			

- Required by:
- At:
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- Delivery: *Firm/not firm

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable



1. PRICING INSTRUCTIONS

The price quoted must be inclusive of the following:

1.1 Removal of old system and new installation - once-off project

- (i) The Bidder must provide pricing for the once-off removal, supply, installation, testing, commissioning, integration, training and handover of the CCTV and Access Control Systems at Treasury House, Natalia Building and Nomalanga Building.
- (ii) The pricing must include, where applicable:
 - Removal, uninstallation and decommissioning of existing systems.
 - Integration of the existing COMMAX Video and Audio Intercom System
 - Supply of equipment and materials;
 - Design, installation labour, cable management and sundries;
 - Project management and civil works;
 - Licences and software, including VMS monitoring and CCTV analytics;
 - Video and audio intercom integration;
 - Certified operator training;
 - Testing, commissioning and integration;
 - Certificates of compliance (COC); and
 - Close-out/handover reports, manuals and keys for each site.
- (iii) Bidders MUST provide the required quantities, unit prices and line prices in the Excel Pricing Schedule attached as **Annexure A**. All unit prices must be exclusive of VAT and must be in accordance with the requirements specified in Bill of Quantities (BOQ).

1.2 Planned preventative maintenance for 3 years to commence after installation

Planned preventative maintenance shall commence after installation and shall be conducted quarterly at Treasury House, Natalia Building and Nomalanga Building, as outlined in **Annexure B**, for a period of three (3) years.

1.3 Prices for electronic equipment - BOQ

- (i) Bidders MUST provide an indicative unit price for each electronic equipment item specified in **Annexure C**.
- (ii) Bidders MUST complete all applicable unit prices and escalation figures in the Excel Pricing Schedule attached as Annexure C: Prices for Electronic Equipment –BOQ.
- (iii) It must be noted that the Department has an existing COMMAX Video and Audio Intercom System. Where any component of the existing system is found to be faulty, the bidder may propose its replacement, subject to approval by the Department.
- (iv) It must also be noted that the prices provided in Annexure C will enable the Department to request the replacement of electronic equipment or components in the event of a fault, failure, or where replacement is required. Such replacements will be requested on an as-and-when-required basis during the three (3) year contract period. Any applicable price escalation during the three (3) year contract period must be supported by the necessary documentary evidence and will be considered in accordance with the applicable contractual provisions.

1.4 Corrective maintenance package – call-out rate

- (i) The call-out rate for corrective maintenance shall be applicable on an as-and-when-required basis (ad hoc) during the contract period.
- (ii) Bidders MUST complete all required figures in the Excel Pricing Schedule attached as **Annexure D**, including the unit rates and line prices for the following:
 - Technician and Assistant – Normal Hours (Weekdays: 07:30–16:15);
 - Technician and Assistant – After Hours (Weekdays: 16:15–07:30); and
 - Technician and Assistant – Sundays and Public Holidays (00:00–23:59).



- (iii) Estimated rate per hour must be indicated.
- (iv) Important: The quoted hourly rates MUST include call-out and transport fees, which will not be accepted as separate charges. Labour will be charged from arrival at site until departure from site.

1.5 Additional cost for existing systems within the Department

- (i) Bidders are required to indicate the prices for the components specified in **Annexure E**.
- (ii) It must be noted that the Department has an existing Audio and Video Intercom System in place. Such prices will only be considered, where necessary, during the contract period and subject to the Department's prior approval and applicable procurement processes

1.6 Price declaration form

- (i) The pricing schedule provided in this bid forms an integral part of the bid document and bidders must ensure that it is completed without changing the structure thereof.
- (ii) Bidders are required to complete a mandatory cost/fee structure as a response to how much the services offered will be charged.
- (iii) Bidders must complete the bid pricing schedule in the Excel spreadsheet format provided and upload this as part of their submission.
- (iv) The pricing schedule provided in this bid forms an integral part of the bid document and bidders must ensure that it is completed without changing the structure thereof.
- (v) Bidders are required to complete a mandatory cost/fee structure as a response to how much the services offered will be charged.
- (vi) Due diligence on market-related pricing reasonability may be conducted and rates may be negotiated with the shortlisted service providers.
- (vii) Applicable taxes:
 - All bid prices must be inclusive of all applicable taxes.
 - All bid prices must be inclusive of fifteen percent (15%) Value Added Tax.
- (viii) Failure to comply with this condition may invalidate the bid.
- (ix) The price quoted must be inclusive of the following:
 - Removal of old system and new installation - once-off project
 - Planned preventative maintenance for 3 years to commence after installation.
 - Prices for electronic equipment - BOQ
 - Corrective maintenance package – call-out rate



THE TABLES AND ANNEXURES FROM PAGE [18] TO PAGE [24] BELOW ARE PROVIDED FOR DEMONSTRATION PURPOSES ONLY. BIDDERS MUST NOT COMPLETE OR ALTER THESE TABLES AND ANNEXURES. BIDDERS MUST ONLY COMPLETE THE ANNEXURE PRICING PACK AS SPECIFIED ABOVE.

PRICING SUBMISSION	
BID NO:	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	<NAME OF BIDDER TO BE FILLED IN HERE>
PRICE INSTRUCTIONS	
1. STRUCTURE OF THE TENDER This spreadsheet for BID 1265/2026-F contains the financial response templates for the bid. The bid pricing submission instructions in this document must be read in conjunction with instructions or notes embedded in the various tabs of spreadsheet (Pricing Schedule). 2. GENERAL INSTRUCTIONS FOR COMPLETING THE PRICING SCHEDULE TEMPLATES 2.1 Tender submission format 2.1.1 Bidders to use only the electronic supplied pricing schedule. 2.1.2 Bidders must complete and submit the templates attached, which is/are Removal of old system and new installation - once off project, Planned preventative maintenance, prices for electronic equipment and corrective maintenance. 2.2 Input spreadsheets 2.2.1 The Pricing Schedule templates are contained within the one (1) Excel Workbook 2.2.2 Bidders must not make any changes to the spreadsheets or change the formatting of the Pricing Schedule. 2.2.3 Cells are formatted to automatically indicate South African Rands, ordinary text fields and percentages (%) where applicable. 2.2.4 Input cells FOR BIDDERS are highlighted in GREEN. The Bidder must complete all the relevant input cells for the bid. No other cells must be changed in any way whatsoever. 2.2.4 Input cells FOR THE TENDERING INSTITUTION are highlighted in ORANGE. The Tendering Institution must complete all the relevant input cells for the bid. No other cells must be changed in any way whatsoever. 2.2.5 Prices on Annexure A (Removal of old system and new installation - once off project), Annexure B (Planned preventative maintenance) and Annexure C (Prices for electronic equipment) are formulated to calculate for Three (3) years 2.2.6 The Final Price on the Price Declaration Page which has already been formulated to calculate for three (3) years. 2.3 Currency and VAT 2.3.1 All Bidders' pricing must be quoted in South African Rands (ZAR). 2.3.2 The Pricing Schedule template is designed such that VAT (15% VAT) will be calculated on Bidders' input pricing; therefore Bidders must complete the templates with unit prices excluding VAT.	



APPENDIX 1

PRICE DECLARATION FORM

BID NO	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	 <NAME OF BIDDER TO BE FILLED IN HERE>

Price Declaration

Dear Sir/Madam,

Having read through and examined the BID Document, the General Conditions, the Requirements, and all other Annexures to the BID Document, we offer to provide the **decommissioning of the existing security system and the procurement, installation, service, and maintenance of an integrated electronic security system for the KwaZulu-Natal Provincial Treasury for a period of three (3) years** at the following total amounts (including VAT). The following amounts are for 3 years.

ANNEXURE A : REMOVAL OF OLD SYSTEM AND NEW INSTALLATION (ONCE OFF)

R	-	(incl. VAT)	
----------	---	--------------------	--

ANNEXURE B: PLANNED PREVENTATIVE MAINTENANCE FOR THREE YEARS

R	-	(incl. VAT)	
----------	---	--------------------	--

ANNEXURE C: PRICES FOR ELECTRONIC EQUIPMENT - BILL OF QUANTITIES (BOQ)

R	-	(incl. VAT)	
----------	---	--------------------	--

FINAL BID OFFER :

R	-	(incl. VAT)	
----------	---	--------------------	--

NB: Prices indicated in Annexures D and E are not to be included in the evaluation of the bid. Such prices will only be considered, where necessary, during the contract period and subject to the Department's prior approval and applicable procurement processes.

We undertake to hold this offer open for acceptance for a period of **180 days** from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of service when required to do so by the **KZN Provincial Treasury**.

We understand that KZN Provincial Treasury is not bound to accept the lowest or any offer and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance not to divulge to any persons, other than the persons to which the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

Signature	Date
Print name of authorised signatory:	
Designation:	
FOR AND ON BEHALF OF: COMPANY NAME	
Tel No:	
Fax No:	
Cell No:	
Email:.....	

ANNEXURE A : REMOVAL OF OLD SYSTEM AND NEW INSTALLATION

ONCE-OFF PROJECT

BID NO:	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	
	<NAME OF BIDDER TO BE FILLED IN HERE>

1.REMOVAL OF OLD SYSTEM AND NEW INSTALLATION

1.1 INSTRUCTIONS FOR COMPLETING THE PRICING SCHEDULE

NB: BIDDER MUST COMPLETE ANNEXURE A, B AND C AND SUBMIT THE SUMMARY SHEET PLUS ALL THE PRICING SCHEDULES

(a) Bidder must complete/enter **ORANGE** cells only

(b) Unit and Line prices must be VAT EXCLUSIVE and in South African Rand (ZAR) currency.

(c) The price must include all cost to deliver the goods or render the service, including all applicable taxes, duty fees, logistics/delivery, storage, labour, overtime and subsistence and travel

(d) Bidders must complete and submit bid pricing in the provided Excel spreadsheet format, and any pricing schedule submitted in a different format will not be considered.

Item No	Goods/Service description	ONCE OF INSTALLATION PROJECT				Price clarification comment
		Unit of measure	Qty	Unit Price (Excl VAT)	Line Price	
1	REMOVAL, UN-INSTALL, DECOMMISSION				R -	
1.1	Treasury House CCTV & Access Control	per building	1	R -	R -	
1.2	Natalia Building CCTV & Access Control	per building	1	R -	R -	
1.3	Nomalanga Building CCTV & Access Control	per building	1	R -	R -	
2	SUPPLY AS PER DETAILS IN THE BID. SPECIFICATION 3.1				R -	
2.1	Treasury House	per building	1	R -	R -	
2.2	Natalia Building	per building	1	R -	R -	
2.3	Nomalanga Building	per building	1	R -	R -	
3	INSTALL, TEST, COMMISSION, INTEGRATION, TRAINING, COC, PROJECT MANAGER AND CLOSE OUT REPORTS				R -	
3.1	Design	per building	3	R -	R -	
3.2	Installation (Labour) Update for	per building	3	R -	R -	
3.3	Project Manager for once off installation	Each	1	R -	R -	
3.4	Civil works	per building	3	R -	R -	
3.5	Licenses & Software	per building	3	R -	R -	
3.6	Software License for VMS Monitoring Mini Viewing Stations (Integration)	Each	6	R -	R -	
3.7	CCTV Analytics Software License	Each		R -	R -	
3.8	Integration of the Existing COMMAX Video and Audio Intercom System	Each	30	R -	R -	
3.9	Certified formal training for operators	Per person	4	R -	R -	
3.10	Closed Out Report (Handover) & Manuals & Keys - per site	per building	3	R -	R -	
		TOTAL BID PRICE (EXCL VAT)			R -	
		VAT (@15%)			R -	
		TOTAL BID PRICE (INCL VAT)			R -	

ANNEXURE B: PLANNED PREVENTATIVE MAINTENANCE FOR 3 YEARS
TO COMMENCE AFTER INSTALLATION

BID NO:	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	
	<NAME OF BIDDER TO BE FILLED IN HERE>

2. PLANNED PREVENTATIVE MAINTENANCE - TO COMMENCE AFTER INSTALLATION

2.1. INSTRUCTION FOR COMPLETING THE PRICING SCHEDULE

NB: BIDDER MUST COMPLETE ANNEXURE A, B AND C AND SUBMIT THE SUMMARY SHEET PLUS ALL THE PRICING SCHEDULES

- (a) Bidder must complete/enter **ORANGE** cells only
- (b) Unit and Line prices must be VAT EXCLUSIVE and in South African Rand (ZAR) currency.
- (c) The price must include all cost to deliver the goods or render the service, including all applicable taxes, duty fees, logistics/delivery, storage, labour, overtime and subsistence and travel
- (d) Bidders must complete and submit bid pricing in the provided Excel spreadsheet format, and any pricing schedule submitted in a different format will not be considered.**

	Goods/Service description	YEAR 1 - TO COMMENCE AFTER INSTALLATION				YEAR 2				YEAR 3				All Years	Price clarification comment
		Unit of measure	Quantity	Unit Price (Excl VAT)	Line Price	Unit of measure	Quantity	Annual Escalation	Line Price	Unit of measure	Quantity	Annual Escalation	Line Price	Line Price-TOTAL	
4	PLANNED PREVENTATIVE MAINTENANCE - TO COMMENCE AFTER INSTALLATION				R -				R -				R -	R -	
4.1	Treasury House	Quarterly	4	R -	R -	Quarterly	4	R -	R -	Quarterly	4	R -	R -		
4.2	Natalia Building	Quarterly	4	R -	R -	Quarterly	4	R -	R -	Quarterly	4	R -	R -		
4.3	Nomalanga Building	Quarterly	4	R -	R -	Quarterly	4	R -	R -	Quarterly	4	R -	R -		
TOTAL BID PRICE (EXCL VAT)														R -	
VAT (@15%)														R -	
TOTAL BID PRICE (INCL VAT)														R -	

ANNEXURE C : PRICES FOR ELECTRONIC EQUIPMENT					
BILL OF QUANTITIES (BOQ)					
BID NO:		BID 1265/2026-F			
BID NAME:		BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS			
BIDDER NAME		<NAME OF BIDDER TO BE FILLED IN HERE>			
3.PRICES FOR ELECTRONIC EQUIPMENT - BILL OF QUANTITIES (BOQ) 3.1. INSTRUCTIONS FOR COMPLETING THE PRICING SCHEDULE NB: BIDDER MUST COMPLETE ANNEXURE A, B AND C AND SUBMIT THE SUMMARY SHEET PLUS ALL THE PRICING SCHEDULES (a) Bidder must complete/enter ORANGE cells only (b) Unit and Line prices must be VAT EXCLUSIVE and in South African Rand (ZAR) currency. (c) The price must include all cost to deliver the goods or render the service, including all applicable taxes, duty fees, logistics/delivery, storage, labour, overtime and subsistence and travel (d) Bidders must complete and submit bid pricing in the provided Excel spreadsheet format, and any pricing schedule submitted in a different format will not be considered.					
Item No	Goods/Service description - Prices for Electronics Equipment	Unit of measure	Qty	Unit Price (Excl VAT)	Line Price
5	Service Package	Total Year 1			R -
5.1	Biometrics Reader	Each	44	R -	R -
5.2	Enrolment Station	Each	1	R -	R -
5.3	ACS Server	Each	2	R -	R -
5.4	Access Card Reader	Each	115	R -	R -
5.5	Touch to exit button	Each	8	R -	R -
5.6	No touch to exit including bracket	Each	18	R -	R -
5.7	ACS Controller Board	Each	90	R -	R -
5.8	12v/7AH back-up battery (Lithium)	Each	90	R -	R -
5.9	10amps 12v DC Power Supply	Each	90	R -	R -
5.10	Maglock 350kg including ZL bracket	Each	21	R -	R -
5.11	BGU	Each	95	R -	R -
5.12	DM	Each	107	R -	R -
5.13	Piezo Sounder	Each	114	R -	R -
5.14	Red Strobe Light	Each	114	R -	R -
5.15	Wireless remote	Each	10	R -	R -
5.16	Access Cards	Each	600	R -	R -
5.17	Card Holders	Each	600	R -	R -
5.18	Lanyards for Card Holder	Each	600	R -	R -
5.19	Webcam	Each	1	R -	R -
5.20	Client Desktop including with Medium Size Software (200 doors)	Each	2	R -	R -
5.21	Smart Card Printer	Each	1	R -	R -
5.22	Keyswitch	Each	5	R -	R -
5.23	Monitor Screen 23"	Each	1	R -	R -
5.24	WRD wide range mini dome camera (30m IR)	Each	124	R -	R -
5.25	Wide range mini bullet camera (30m IR)	Each	5	R -	R -
5.26	WDR mini dome panoramic cameras 180°	Each	1	R -	R -
5.27	Monitors Screens 55"	Each	6	R -	R -
5.28	Monitor Screen 32"	Each	3	R -	R -
5.29	16ch NVR	Each	3	R -	R -
5.30	32ch NVR	Each	2	R -	R -
5.31	Client Desktop CCTV	Each	1	R -	R -
5.32	24 port Network switch	Each	10	R -	R -
5.33	8 port Network switch	Each	7	R -	R -
5.34	9U Cabinet	Each	3	R -	R -
5.35	Wifi network access point	Each	1	R -	R -
5.36	Cat 6	Per meter	20500	R -	R -
5.37	Mylar Cable	Per meter	47400	R -	R -
5.38	3KVA Online UPS	Each	14	R -	R -
TOTAL BID PRICE (EXCL VAT)				R	-
VAT (@15%)				R	-
TOTAL BID PRICE (INCL VAT)				R	-

ANNEXURE D : CORRECTIVE MAINTENANCE PACKAGE

CALL OUTS RATE - WILL BE APPLICABLE AS AND WHEN REQUIRED (ADHOC)

BID NO:	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	<NAME OF BIDDER TO BE FILLED IN HERE>

4. CORRECTIVE MAINTENANCE PACKAGE : CALL-OUTS RATE WILL BE APPLICABLE AS AND WHEN REQUIRED (ADHOC)

2.1. INSTRUCTION FOR COMPLETING THE PRICING SCHEDULE

NB: BIDDER MUST COMPLETE ANNEXURE A, B AND C AND SUBMIT THE SUMMARY SHEET PLUS ALL THE PRICING SCHEDULES

- (a) Bidder must complete/enter **ORANGE** cells only
- (b) Unit and Line prices must be VAT EXCLUSIVE and in South African Rand (ZAR) currency.
- (c) The price must include all cost to deliver the goods or render the service, including all applicable taxes, duty fees, logistics/delivery, storage, labour, overtime and subsistence and travel
- (d) Bidders must complete and submit bid pricing in the provided Excel spreadsheet format, and any pricing schedule submitted in a different format will not be considered.**

6	CORRECTIVE MAINTENANCE PACKAGE - WILL BE APPLICABLE AS AND WHEN REQUIRED			
		YEAR 1		
	Goods/Service description	Rate Per Hour	Unit Price (Excl VAT)	Price clarification comment
	CORRECTIVE MAINTENANCE LABOUR FEE (OVER CONTRACT LIFESPAN -3 YEARS) - Please note that the call out fee and transport fee must be included in this rate please. Will not be accepted separately			
6.1	Labour – technical team (Technician) during Normal hours (Weekdays 07:30 to 16:15) . This rate will be applicable from time of arrival to site, up to time of leaving the site	Per Hour	R -	
6.2	Labour – technical team (Assistant) during Normal hours (07:30 to 16:15) . This rate will be applicable from time of arrival to site, up to time of leaving the site	Per Hour	R -	
6.3	Labour – technical team (Technician) during afterhours (Weekdays 16:15 to 07:30 on Monday) . This rate will be applicable from time of arrival to site, up to time of leaving the site.	Per Hour	R -	
6.4	Labour – technical team (Assistant) during afterhours (Weekdays 16:15 to 07:30 on Monday) . This rate will be applicable from time of arrival to site, up to time of leaving the site.	Per Hour	R -	
6.5	Labour – technical team (Technician) during afterhours (Sundays & public holidays 00:00 to 23:59) . This rate will be applicable from time of arrival to site, up to time of leaving the site	Per Hour	R -	
6.6	Labour – technical team (Assistant) during afterhours (Sundays & public holidays 00:00 to 23:59) . This rate will be applicable from time of arrival to site, up to time of leaving the site	Per Hour	R -	

ANNEXURE E : ADDITIONAL COSTS FOR EXISTING SYSTEMS WITHIN THE DEPARTMENT

BID NO:	BID 1265/2026-F
BID NAME:	BID 1265/2026-F: DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS
BIDDER NAME	<NAME OF BIDDER TO BE FILLED IN HERE>

3.ADDITIONAL COSTS FOR EXISTING SYSTEMS WITHIN THE DEPARTMENT

NB: BIDDER MUST COMPLETE ANNEXURE A, B, C, D AND E

- (a) Bidder must complete/enter **ORANGE** cells only
- (b) Unit and Line prices must be VAT EXCLUSIVE and in South African Rand (ZAR) currency.
- (c) The price must include all cost to deliver the goods or render the service, including all applicable taxes, duty fees, logistics/delivery, storage, labour, overtime and subsistence and travel
- (d) Bidders must complete and submit bid pricing in the provided Excel spreadsheet format, and any pricing schedule submitted in a different format will not be considered.**

Item No	Goods/Service description	Unit of measure	Qty	Unit Price (Excl VAT)
6	Service Package	Total Year 1		
6.1	COMMAX Video Intercom System	Each	1	R -
6.2	COMMAX Audio Intercom System	Each	1	R -

SECTION F

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1. If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in the table below.

Full Name	Identity Number	Name of State institution

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1. If so, furnish particulars:

.....
.....

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



3. DECLARATION

I,(name) the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

² 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.

SECTION H

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

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

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

1. GENERAL CONDITIONS

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

- 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 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) **80/20 preference point system** will be applicable in this tender. The lowest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, 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 tenderer, either before a tender 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) **“tender”** 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 tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered 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) **“tender 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).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historical Disadvantaged People (HDP) - Black Owned Enterprises	10	
Historical Disadvantaged People (HDP) - Women Owned Enterprises	10	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....



CALCULATION OF EQUITY FOR SPECIFIC GOALS

- (a) Preference points stipulated in respect of a tender must include preference points for equity ownership by HDPs.
- (b) The equity ownership contemplated in sub-paragraph (a) must be equated to the percentage of an enterprise or business owned by individuals or, in respect of a company, the percentage of a company's shares that are owned by individuals, who are actively involved in the management of the enterprise or business and exercise control over the enterprise, commensurate with their degree of ownership at the closing date of the tender.
- (c) In the event that the percentage of ownership contemplated in sub-paragraph (b) changes after the closing date of the tender, the tenderer must notify the relevant organ of state and such tenderer will not be eligible for any preference points.
- (d) Preference points may not be claimed in respect of individuals who are not actively involved in the management of an enterprise or business and who do not exercise control over an enterprise or business commensurate with their degree of ownership.
- (e) Subject to sub-paragraphs (a), (b), (c) and (d), all claims made for equity ownership by an HDP must be considered according to the following criteria
- (f) Subject to sub-paragraphs (a), (b), (c) and (d), all claims made for equity ownership by an HDP must be considered according to the following criteria:
 - (i) Equity within private companies must be based on the percentage of equity ownership;
 - (ii) Preference points may not be awarded to public companies and tertiary institutions;
 - (iii) The following formula must be applied to calculate the number of points for equity ownership by an HDP:

$$NEP = NOP \times \frac{EP}{100}$$

Where:

- NEP = Points awarded for equity ownership by an HDP
- NOP = The maximum number of points allocated for equity ownership by an HDP
- EP = The percentage of equity ownership by an HDP within the enterprise or business, determined in accordance with paragraphs (a), (b), (c) and (d).

- (g) Equity claims for a Trust may only be allowed in respect of those persons who are both trustees and beneficiaries and who are actively involved in the management of the Trust.
- (h) Documentation to substantiate the validity of the credentials of the trustees contemplated in sub-paragraph (f) must be submitted to the relevant organ of state.
- (i) A Consortium or Joint Venture may, based on the percentage of the contract value managed or executed by their HDP members, be entitled to equity ownership in respect of an HDP.
- (j) The number of points scored for a Consortium or Joint Venture must be added to the number of points scored for achieving specified goals.
- (k) The points contemplated in sub-paragraph (i) must be added to the points scored for price, in order to establish the total number of points scored.
- (l) The contract must be awarded to the tender which scores the highest points.
- (m) A person awarded a contract as a result of preference for contracting with, or providing equity ownership to, an HDP, may not subcontract more than 25% of the value of the contract to a person who is not an HDP or does not qualify for such preference

SECTION I

GENERAL CONDITIONS OF CONTRACT

1 Definitions

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 supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad markets 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 represented by the cost of components, parts or materials which 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 supplies 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 that 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 "Written" or "in writing" means handwritten 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, 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 supplies, 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 non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

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.

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:
- 7.3.1 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
- 7.3.2 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 in SCC.

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 supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 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 supplies 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 supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies 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 supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies 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 supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers' cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies 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 23 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 and 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, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10 Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

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 in the SCC.

12 Transportation

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

13 Incidental Services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (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 in SCC, 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 in SCC.
- 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 in SCC 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 in SCC, 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 in SCC.
- 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 in SCC.

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 in SCC or in the purchaser's request for bid validity extension, as the case may be.

18 Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

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 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 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 supplies are required, or the supplier's services are not readily available.
- 21.5 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 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies 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 21.

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 judgment 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 intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, 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 Accounting Officer / Authority 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.

23.6.1 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 Tender 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 Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or antidumping 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 favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies 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 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 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.

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 in SCC.

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 the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33 National Industrial Participation (NIP) Programme

- 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of Restrictive practices

- 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 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 (or bid rigging).
- 34.2 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 the Competition Act No. 89 of 1998.



SECTION J

SPECIAL CONDITIONS OF CONTRACT

1. The successful supplier will be bound by Government Procurement: General Conditions of Contract (GCC) as well as this Special Conditions of Contract (SCC), which will form part of the signed contract with the successful Supplier. However, Department reserves the right to include or waive the condition in the signed contract.
 - i. Department reserves the right to:
 - Negotiate the conditions; or
 - Automatically disqualify a bidder for not accepting these conditions; or
 - ii. In the event that the bidder qualifies the proposal with own conditions and does not specifically withdraw such own conditions when called upon to do so, Department will invoke the rights reserved in accordance with subsection outlined.
2. **Contracting Conditions**
 - (a) **Formal Contract** - The supplier must enter into a formal written contract (agreement) with the Department.
 - (b) **Right to Audit** – The Department reserves the right, before entering into a contract, to conduct or commission an external service provider to conduct a financial audit or probity to ascertain whether a qualifying bidder has the financial wherewithal or technical capability to provide the goods and services as required by this tender.

2.1 Delivery Address

The supplier must deliver the required products or services at as indicated in the delivery address.

2.2 Special Requirements

- (a) The Bidder shall meet the following special requirements for the Access Control and CCTV Integrated Electronic Security System (IESS):
 - (i) Experience and proven capability
 - (ii) Must have provided installation, maintenance, and support services for Access Control and CCTV systems to at least two (2) customers in the past ten (10) years.
 - (iii) Must provide substantial evidence of active or completed projects, including contracts, completion certificates, or client references.
- (b) System Functionality and Performance
 - (i) System must operate 24/7, with full functionality, reliability, and security.
 - (ii) Must support centralized and decentralized databases for multi-site operations.
 - (iii) Must provide real-time event monitoring, advanced graphical mapping, and configurable reporting.
- (c) Integration and Compatibility
 - (i) Must fully integrate with CCTV, visitor management, biometric readers, HR systems, fire and alarm systems, elevator control, parking management, and other relevant systems.
 - (ii) Must support anti-passback functionality and multi-site licensing.
- (d) Resilience and Reliability
 - (i) Must provide main and backup servers capable of independent operation in case of main server failure.
 - (ii) Network and system must support all surveillance traffic without abnormal latency.
- (e) Training and Support
 - (i) Provide certified training for technical and operational staff as specified.
 - (ii) Provide maintenance and support services for a minimum of 36 months.
- (f) Documentation and Compliance
 - (i) Submit hardware and software architectural drawings, system layouts, and technical documentation.
 - (ii) Submit a declaration of compliance confirming that all functional and operational requirements are met.



2.3 Supplier Performance Reporting

The Bidder shall provide regular supplier performance reporting to the Security Risk Management Services Directorate to ensure transparency, accountability, and effective monitoring of the Access Control and CCTV Integrated Electronic Security System (IESS) services.

- (a) The reporting shall include, but is not limited to:
- (i) Installation and Commissioning Reports
 - Progress updates on system installation and commissioning.
 - Any issues encountered during deployment and corrective actions taken.
 - (ii) Maintenance and Support Reports
 - Records of preventive and corrective maintenance activities.
 - System uptime/downtime statistics and response times for support requests.
 - (iii) Performance Metrics
 - System performance indicators, including network latency, system availability, and real-time monitoring efficiency.
 - Compliance with service-level agreements (SLAs) for maintenance and support.
 - (iv) Integration and Functional Verification
 - Reports confirming proper integration with CCTV, access control, and other connected systems.
 - Verification of functional requirements and system integrity across all sites.
 - (v) Training and Documentation Updates
 - Confirmation of staff training completion.
 - Updates to technical documentation, as-built drawings, and system manuals.
 - (vi) Submission Frequency and Format
 - Reports shall be submitted monthly or as otherwise specified by the Procuring Entity.
 - Reports shall be in a format approved by the Procuring Entity and must include verifiable evidence where applicable.

2.4 Certification, Expertise and Qualification

- (a) The requirements include, but are not limited to:
- Company Certifications and Accreditation
 - The Bidder must possess all relevant business and industry certifications to provide Access Control and CCTV services.
 - Certifications from recognized standards organizations (e.g., ISO 9001, ISO 27001) are highly desirable.
- (b) Technical Expertise
- The Bidder shall have staff with demonstrated experience in the installation, configuration, maintenance, and support of Access Control and CCTV systems.
 - The team must include certified engineers or technicians for both software and hardware components of the proposed IESS.
- (c) Key Personnel Qualifications
- Technical staff assigned to this project must have relevant professional qualifications in IT, electronics, security systems, or related fields.
 - Operational staff must be formally trained and certified to operate and manage the proposed system.
- (d) Training and Certification Evidence
- Bidders must provide copies of certificates, diplomas, or letters from recognized training providers to substantiate staff expertise.
 - Evidence of manufacturer-specific certifications for the proposed system components must be provided.
- (e) Substantial Evidence Requirement
- The Bidder must submit verifiable documentation demonstrating that the company and personnel meet the above certification and qualification requirements.



- Self-declarations without supporting evidence will not be considered sufficient.

(f) The bidder certifies that:

- It has the necessary expertise, skill, qualifications, and ability to undertake the work required in terms of the Scope of Work or Service Definition
- It is committed to provide the Products or Services; and perform all obligations detailed herein without any interruption to the Customer it has been certified for the Products and Services require.
- It has been certified for the proposed Products and Services and will ensure that all personnel and resources deployed are qualified to meet the requirements of the contract.

2.5 Change Monitoring and Audit Trail.

The Bidder must ensure that the proposed Access Control and CCTV Integrated Electronic Security System (IESS) provides robust change monitoring and audit trail capabilities, including:

(a) Super User Access

- The system must allow designated Super Users to monitor all changes made within the system.

(b) Audit Trail Functionality

(i) The system must maintain a detailed audit trail that records:

- Who made each change
- What change was made
- When the change occurred

(ii) The audit trail must be secure, tamper-proof, and readily accessible to authorized personnel.

(c) Accountability and Transparency

- The system must ensure full accountability, allowing the Department to track system modifications and verify compliance with operational and security policies.

2.6 Local Support Services:

The Bidder must provide local support to ensure continuous operation of the IESS, including:

- (a) Qualified local technical personnel for on-site support and maintenance.
- (b) Remote system monitoring, diagnostics, and configuration capabilities.
- (c) Preventive and corrective maintenance with access to local spare parts.
- (d) Training and knowledge transfer to local staff.
- (e) Local helpdesk or point of contact with 24/7 support for critical incidents.

2.7 Logistical Conditions

(a) Hours of Work

- (i) Office hours are defined as business working hours of the customer and is Mondays to Fridays between 07:30 and 16:15
- (ii) After hours of the customer nights, weekends, and public holidays are from 16:15 to 07:30
- (iii) All mission critical sites will be managed on a 24 x 7 x 365 basis

(b) Tools of Trade

- (i) The bidder is expected to use its own resources (cell phone, laptops etc) to communicate with its own offices or outside of the Department/Client buildings, including all tools and equipment to render the services effectively.

2.8 Regulatory, Quality and Standards

(a) Regulatory Compliance

- (i) Compliance with all local laws, regulations, and statutory requirements related to security systems, data protection, and safety.



- (ii) Obtain all licenses, permits, and approvals required for installation, operation, and maintenance.
- (b) Quality Standards
 - (i) Implement recognized quality management practices (e.g., ISO 9001) for all project activities.
 - (ii) Use products, equipment, and materials that meet manufacturer specifications and industry best practices.
 - (iii) Follow best practices for installation, integration, and maintenance to ensure reliability and minimal downtime.
- (c) Technical and Safety Standards
 - (i) Comply with industry technical standards for Access Control and CCTV systems (e.g., ONVIF, ITU, relevant local standards).
 - (ii) Adhere to electrical, fire safety, and occupational health and safety regulations during installation, maintenance, and support.
 - (iii) Ensure proper documentation of safety checks, system tests, and technical compliance for audit by the Procuring Entity.
 - (iv) Products used to deliver the goods /services must comply with SANS and Health and Safety requirements Provincial Risk Management Framework.

2.9 Personnel Security Clearance

- (a) Company security screening: The supplier may be required to undergo a company security screening conducted by the State Security Agency (SSA). Should the SSA find the supplier **not suitable** after the conduct of the security screening, the business relationship will be terminated. The following documentation will be required for the company security screening process to be conducted:
 - (i) Copy of company registration documentation.
 - (ii) Copy(ies) of identity documentation of all Director(s), Member(s) or Trustee(s);
 - (iii) Full set of fingerprints of all directors.
 - (iv) Copy of valid tax clearance certificate/pin.
- (b) Security suitability checks for individuals: The Department may, at its own discretion and in line with its policies and procedures, require employees of the supplier to be subjected to a security suitability check before commencement of a project or delivering of a service. The security suitability check is conducted by the Department in order to ensure that individuals meet the minimum-security requirements and also to verify personal information. The supplier will be required to replace any employee(s) who is found to be not suitable after the conduct of the security screening. The following documentation will be required for the security suitability check:
 - (i) Copy of identity document.
 - (ii) Copy(ies) of qualification(s) if/ Department requires verification thereof.
 - (iii) Fingerprints – will be taken electronically and on the SAPS91 form.
 - (iv) Signed consent form for the conduct of background checks.
- (c) Security clearance: A security clearance, issued by either the SSA is required if any employee of the supplier will have or may gain access to classified information throughout the duration of the project or in the process of delivering a service. The level of security clearance required – **Confidential, Secret or Top Secret**, will be determined at the sole discretion of the Department. The supplier will have to replace any employee who do not possess the required security clearance.

2.10 Confidentiality and non-disclosure conditions

- (a) The Supplier, including its management and staff, must before commencement of the Contract, sign a non-disclosure agreement regarding Confidential Information
- (b) Confidential Information means any information or data, irrespective of the form or medium in which it may be stored, which is not in the public domain, and which becomes available or accessible to a Party as a consequence of this Contract, including information or data which is prohibited from disclosure by virtue of:



- (i) the Promotion of Access to Information Act, 2000 (Act no. 2 of 2000).
 - (ii) being clearly marked "Confidential" and which is provided by one Party to another Party in terms of this Contract.
 - (iii) being information or data, which one Party provides to another Party or to which a Party has access because of Services provided in terms of this Contract and in which a Party would have a reasonable expectation of confidentiality.
 - (iv) being information provided by one Party to another Party in the course of contractual or other negotiations, which could reasonably be expected to prejudice the right of the non-disclosing Party.
 - (v) being information, the disclosure of which could reasonably be expected to endanger a life or physical security of a person.
 - (vi) being technical, scientific, commercial, financial and market-related information, know-how and trade secrets of a Party.
 - (vii) being financial, commercial, scientific or technical information, other than trade secrets, of a Party, the disclosure of which would be likely to cause harm to the commercial or financial interests of a non-disclosing Party; and
 - (viii) being information supplied by a Party in confidence, the disclosure of which could reasonably be expected either to put the Party at a disadvantage in contractual or other negotiations or to prejudice the Party in commercial competition; or
 - (ix) information the disclosure of which would be likely to prejudice or impair the safety and security of a building, structure or system, including, but not limited to, a computer or communication system; a means of transport; or any other property; or a person; methods, systems, plans or procedures for the protection of an individual in accordance with a witness protection scheme; the safety of the public or any part of the public; or the security of property; information the disclosure of which could reasonably be expected to cause prejudice to the defence of the Republic; security of the Republic; or international relations of the Republic; or plans, designs, drawings, functional and technical requirements and specifications of a Party, but must not include information which has been made automatically available, in terms of the Promotion of Access to Information Act, 2000; and information which a Party has a statutory or common law duty to disclose or in respect of which there is no reasonable expectation of privacy or confidentiality;
- (c) Notwithstanding the provisions of this Contract, no Party is entitled to disclose Confidential Information, except where required to do so in terms of a law, without the prior written consent of any other Party having an interest in the disclosure.
- (d) Where a Party discloses Confidential Information which materially damages or could materially damage another Party, the disclosing Party must submit all facts related to the disclosure in writing to the other Party, who must submit information related to such actual or potential material damage to be resolved as a dispute.
- (e) Parties may not, except to the extent that a Party is legally required to make a public statement, make any public statement or issue a press release which could affect another Party, without first submitting a written copy of the proposed public statement or press release to the other Party and obtaining the other Party's prior written approval for such public statement or press release, which consent must not unreasonably be withheld.

2.11 Guarantee and warranties.

- (a) The supplier confirms that:
 - (i) The warranty of goods supplied under this contract remains valid for the duration of the contract after the goods were delivered, installed and commissioned with a sign off, including the clients signature.
 - (ii) as at Commencement Date, it has the rights, title and interest in and to the Product or Services to deliver such Product or Services in terms of the Contract and that such rights are free from any encumbrances whatsoever.



- (iii) the Product is in good working order, free from Defects in material and workmanship, and substantially conforms to the Specifications, for the duration of the Warranty period.
- (iv) Product Warranty
 - The Bidder must provide manufacturer-backed warranties for all hardware and software components.
 - Warranties must cover defects in materials, workmanship, and functionality for a minimum period as specified in the contract.
- (v) System Performance Guarantee
 - The Bidder guarantees that the IESS will perform in accordance with the functional and operational requirements specified in the tender.
 - Any performance deficiencies identified during the warranty period must be corrected at no additional cost to the Procuring Entity.
- (vi) Maintenance and Support Warranty
 - The Bidder shall provide maintenance and support services for the system throughout the warranty period, including corrective and preventive maintenance.
 - Response times and service levels for maintenance requests must meet the contractual requirements.
- (vii) Replacement and Repair
 - Any faulty or non-conforming equipment or software must be repaired or replaced by the Bidder within the agreed service level timelines.
- (viii) Documentation
 - The Bidder must provide formal warranty certificates and guarantee documentation for all components and services supplied.

2.12 Intellectual Property Rights

- (a) The Department retains all Intellectual Property Rights in and to the Department's Intellectual Property. As of the Effective Date, the Supplier is granted a non-exclusive license, for the continued duration of this Contract, to perform any lawful act including the right to use, copy, maintain, modify, enhance and create derivative works of the department's Intellectual Property for the sole purpose of providing the Products or Services to the department pursuant to this Contract; provided that the Supplier must not be permitted to use the department's Intellectual Property for the benefit of any entities other than the department without the written consent of the department, which consent may be withheld in the department's sole and absolute discretion. Except as otherwise requested or approved by the department, which approval is in the department's sole and absolute discretion, the Supplier must cease all use of the department's Intellectual Property, at the earliest of:
 - (i) termination or expiration date of this Contract.
 - (ii) the date of completion of the Services; and
 - (iii) the date of rendering of the last of the Deliverables
- (b) If so, required by the department, the Supplier must certify in writing to the department that it has either returned all the department Intellectual Property to the department or destroyed or deleted all other department Intellectual Property in its possession or under its control.
- (c) The Department, at all times, owns all Intellectual Property Rights in and to all Bespoke Intellectual Property.
- (d) Save for the license granted in terms of this Contract, the Supplier retains all Intellectual Property Rights in and to the Supplier's pre-existing Intellectual Property that is used or supplied in connection with the Products or Services
- (e) Provide the Department with the compliant Occupational Health and Safety File (required on site for period of installation and proof of compliance).

2.13 General

- (a) The supplier will be bound by Government Procurement: General Conditions of Contract.
- (b) (GCC) as well as this Special Conditions of Contract (SCC), which will form part of the signed contract with the Supplier. However, the Department reserves the right to include or waive the condition in the signed contract.



- (c) The Department reserves the right to:
- (i) Negotiate the conditions, or
 - (ii) Automatically disqualify a bidder for not accepting these conditions, or
 - (iii) Before entering into a contract, conduct or commission an external service provider to audit or conduct probity to ascertain whether a qualifying bidder has the technical capability to provide the goods and services as required by this tender.
- (d) The Bidder shall comply with all other general requirements not specifically covered in previous sections, including but not limited to:
- (i) Compliance with Contract Terms
 - Adherence to all terms, conditions, and obligations of the contract.
 - (ii) Coordination and Communication
 - Maintain effective communication with the Procuring Entity throughout the project.
 - Report any issues, delays, or changes promptly.
 - (iii) Documentation and Records
 - Maintain accurate and complete records of all activities, installations, maintenance, and support.
 - Provide documentation as required for audits, inspections, or verifications.
 - (iv) Good Industry Practices
 - Perform all work in accordance with recognized industry best practices, ethical standards, and safety procedures.
 - (v) Miscellaneous Requirements
 - Fulfil any additional requirements specified by the Procuring Entity during contract execution.

2.14 Counter Conditions

Bidders' attention is drawn to the fact that amendments to any of the Bid Conditions or setting of counter conditions by bidders may result in the invalidation of such bids.

2.15 Fronting

- (a) The Department supports the spirit of Broad Based Black Economic Empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the Department will not condone any form of fronting.
- (b) The Department, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the bidder / contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid / contract and may also result in the restriction of the bidder/contractor to conduct business with the public sector for a period not exceeding ten (10) years, in addition to any other remedies the Department may have against the bidder/contractor concerned.

2.16 Business Continuity and Disaster Recovery Plans

The bidder confirms that they have written business continuity and disaster recovery plans that define the roles, responsibilities and procedures necessary to ensure that the required services under this bid specification is in place and will be maintained continuously in the event of a disruption to the bidder's operations, regardless of the cause of the disruption.



2.17 Supplier Due Diligence

The Department reserves the right to conduct supplier due diligence prior to final award or at any time during the Contract period and this may include pre-announced / non-announced site visits. During the due diligence process the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid or Contract in whole or parts thereof.

3. CONTRACT PERIOD

The contract period shall remain in force for a period of 3 years from the date of signing the contract. The KwaZulu-Natal Provincial Treasury reserve the right to extend the contract for a period of 2 years, subject to approval from the Accounting Officer.

4. DISPOSAL OF WASTE

The successful service provider must ensure that all types of waste generated on-site is disposed in accordance with all relevant laws and regulations pertaining to management of waste.

5. FALSE DECLARATION

- (i) All information requested in this document and provided by the bidder is accepted in good faith as being true and accurate.
- (ii) Any false declaration or intentional omission of relevant facts shall lead to disqualification.

6. AWARD OF BIDS

The Department intends to award one (1) service provider for all three (3) sites.

7. PRICING

- 7.1 A bidder must submit one consolidated price schedule for all three (3) sites. The pricing schedule must be fully completed. Failure to comply will lead to disqualification.
- 7.2 Prices must be in South African Currency, be inclusive of VAT and exclude any trade discount.
- 7.3 Prices quoted for overheads must be reasonable. Where underquoting is detected or suspected, the Department reserves the right to interrogate the quoted prices. Where underquoting is confirmed and cannot be justified by the bidder, the Department reserves the right to disqualify the bidder.
- 7.4 Bidders may not under any circumstances utilize the amount quoted for employee remuneration for overheads or any other purposes.
- 7.5 Prices must be firm for the period of three (3) years unless advised otherwise.

8. ORDERS

Services shall be rendered only upon receipt of a written official order from the Department as per the contract.

9. WARRANTS

- 9.1 The awarded entity warrants that it is able to deliver to the satisfaction of the Department.
- 9.2 The involvement of the awarded entity in any other business or venture shall not compete or conflict with the obligations of the entity to provide the services to the Department in terms of this bid.

10. PAYMENT AND INVOICING

- 10.1 Payment will only be processed upon receipt, verification of invoices and confirmation by the appropriately authorized officials of actual services rendered.
- 10.2 Payment will be made to the awarded Entity only. Any deviations (e.g. cession of contract) will only be accepted after relevant approval has been granted by the Bid Adjudication Committee.
- 10.3 Invoices must clearly indicate the order number, invoice number and VAT number (where it is applicable).
- 10.4 Any variation to the quantities other than those stipulated in this bid document shall be approved by the Department.

11. AMENDMENT OF BID CONDITIONS, ORDER STIPULATIONS OF BID, ETC.

No agreement to amend or vary the bid conditions or order or stipulations of bid shall be valid and of any force and effect unless such agreement to amend or vary is entered into in writing and signed by contracting parties subject to approval by the Head of the Department.

12. CANCELLATION

The Department reserves the right to cancel the bid. Such cancellation shall be published in the print media and/or Departmental Website.

13. TAX CLEARANCE CERTIFICATE OR TAX COMPLIANCE STATUS PIN

- 13.1 The Department will verify the tax compliance status of a bidder through CSD or SARS.
- 13.2 Bidders must ensure that their tax status is compliant on CSD or SARS.

14. CENTRAL SUPPLIERS DATABASE (CSD)

- 14.1 A bidder submitting an offer must be registered on the Central Suppliers Database (CSD). A bidder who has submitted an offer and is not registered on the Central Suppliers Database will not be considered.
- 14.2 Each party to a Joint Venture/Consortium must be registered on the Central Suppliers Database at the time of submitting the bid.
- 14.3 All information supplied in the bid document must correlate with information on CSD. It is the responsibility of the supplier to ensure that information on CSD is up to date at all times.
- 14.4 Failure to comply with any of the above will result in the bidder being disqualified.

15. COMPLETENESS OF THE BID DOCUMENT

The bid will only be considered if it is correctly completed in all respects and accompanied by all relevant and other necessary and applicable information/documents, i.e. signatures should be appended where required and documents called for should be submitted. (This section must be read together with Clause 4 of Section A: Special Instructions and Notices to Bidders Regarding the Completion of Bidding Forms).

16. SUBMISSION OF BIDS

Bids are to be submitted to the offices of the Department, ground floor entrance, 145 Chief Albert Luthuli Street, Pietermaritzburg before **23 October 2026 at 11:00 am**. All bids are to be deposited in the bid box situated at the reception area. Late bids shall not be accepted.



17. TERMINATION OF SERVICES

Should the Contractor fail to meet the conditions of this contract, or continue rendering unsatisfactory service, the Department reserves the right to terminate the contract, after written notification has been served on the Contractor, with retention of the right to recover from the Contractor any losses which the Employer may suffer/ incur as a result of the failure, without prejudicing any other rights it may have.

18. UNSATISFACTORY PERFORMANCE

Unsatisfactory performance occurs when performance is not in accordance with the contract conditions.

Before any action is taken, the Department shall warn the contractor by a letter signed by the appropriate delegate that action will be taken in accordance with the contract conditions unless the contractor complies with the contract conditions and delivers satisfactory supplies or services within a specified reasonable time (7 days). If the contractor does not perform satisfactorily despite the warning the Department will:

Take action in terms of its delegated powers.

Make a recommendation for cancellation of the contract concerned.

19. LATE OFFERS

Bids are late if they are received at the address indicated in the tender documents after the closing date and time. Late bid shall not be considered.

20. EXPENSES INCURRED IN PREPARATION OF BIDS

The Department will not be responsible for any expenses or losses which the bidder may incur in the preparation of this bid.

21. NOTIFICATION OF AWARD OF BID

19.1 The publication of an award will be advertised in the same media as the invitation to bid.

19.2 Notification of award of a bid shall be in writing to the successful bidder/s by a duly authorised official of the Department.

19.3 The letter of acceptance of the bidder's offer or an official order note constitutes a legal and binding contract.

22. CONTRACT AND SERVICE LEVEL AGREEMENT

20.1 The successful bidder shall be required to enter into a Service Level Agreement with the Department.

20.2 The bid document constitutes a legal document and a binding contract.

23. QUERIES FROM THE BIDDERS

Any correspondence with regards to this bid which the bidder wishes to raise must be emailed to the following officials by **21 October 2026 at 11:00 am**.

SCM enquiries may be directed to:

- Ms. T. Makhathini Tel. No. (033) 897 4440 and Mr. N. Nxumalo Tel. No. (033) 897 0483
E-mail: acquisition@kzntreasury.gov.za

Technical enquiries may be directed to:

- Ms. N. Zulu Tel No. (033) 897 4454 and Mr. V. Jaka Tel. No. (033) 897 4256 and e-mail
acquisition@kzntreasury.gov.za



24. JOINT VENTURES/CONSORTIUM

- 24.1 Any Bid by a Joint Venture (JV)/ Consortium must be accompanied by a copy of a duly signed Joint Venture Agreement. Such agreement must specify the portion of the bid to be undertaken by each participating entity.
- 24.2 If the Joint Venture is registered with CIPC, one SBD 4 form must be completed and submitted with the bid. Alternatively, where the Joint Venture is formed by an agreement and not registered on CIPC, entities must complete and submit individual SBD 4 forms. All forms must be signed by a person who is duly authorised to sign the contract.
- 24.3 If the Consortium is registered with CIPC, one SBD 4 form must be completed and submitted with the bid. Alternatively, where the Consortium is formed by an agreement and not registered on CIPC, entities must complete and submit individual SBD 4 forms. All forms must be signed by a person who is duly authorised to sign the contract.
- 24.4 Parties to the JV/Consortium must all sign the JV Agreement.
- 24.5 Should the parties enter into a JV, the JV Agreement should reflect a lead partner and the following nominations:
 - (i) Bank account to be used for the purpose of this Bid or Contract.
 - (ii) authorized representative and signatory.
 - (iii) Authorized letterhead, address, etc.

25. COMMUNICATION, MEDIA RELEASES, ETC

- 25.1 Bidders shall not in any way communicate with the press, or any representative of the written or electronic media, on a question affecting this bid during the period between the closing date for the receipt of bids and the dispatch of the written notification of the Department, which on receipt of such report may, at their discretion, disqualify the bidder concerned.
- 25.2 All rights of publication on articles in the media, together with any advertising relating to, or in any way concerned with this project shall vest in the Department. The successful bidder shall not, without the written consent of the Department, cause any statement or advertisement to be printed screened or aired by the media.

26. COMMUNICATION WITH MEMBERS OF THE BID COMMITTEE

A bidder shall not in any way communicate with a member of a Bid Committee or with any officer, agent, or representative of the Department on a question affecting any contract for the supply of goods or for any work, undertaking or service which is the subject of a bid during the period between the closing date for receipt of bids and the dispatch of the written notification of the decision on the award of the Contract provided that a bidder shall not hereby be precluded.

27. UNDERTAKING

- 27.1 In the event of there being any change in the nature of the Contractor including, but not limited to, inter alia, it's:
 - (a) Directors, shareholdings, membership and/or management;
 - (b) Constitution, memorandum and/or articles;
 - (c) Service providers, partners, joint venture entities and/or subcontracting parties;
 - (d) Change in specific goals issued with the bid;
 - (e) Any changes ancillary to the above.
- 27.2 The Contractor undertakes, were possible, to inform the Department at least thirty (30) days before the above changes are affected of the details of the proposed changes.
- 27.3 Alternatively, the Contractor undertakes that there shall be no material changes in the nature of the Contractor for the duration of this contract, including, but not limited to, inter alia, the following: -
 - (a) Directors, shareholdings, membership and/or management; trustees;
 - (b) Constitution, memorandum and/or articles; trustee;



- (c) Service providers, partners, joint venture entities and/or subcontracting parties;
- (d) Change in specific goals issued with the bid;
- (e) Any changes ancillary to the above.

27.4 However, in the event of any of the above changes being anticipated, the Contractor undertakes to immediately inform the Department alternatively at least thirty (30) days prior to the proposed changes.

27.5 The Contractor furthermore undertakes to immediately inform the Department should the Contractor, any of its directors, members, partners, service providers, subcontractors or managers: -

- (a) has been listed on the National Treasury's Database as entities prohibited from doing business with the public sector;
- (b) has been listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004);
- (c) has been charged or convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption;
- (d) has died or ceased to exist;
- (e) has a civil judgment taken against it/them by a court of law or any other competent authority;
- (f) or their estates being placed under judicial management or being provisionally or finally sequestered or liquidated.

27.6 In the event of the Contractor failing to act as aforesaid, the Department will be at liberty to, in its discretion, exercise any one or a combination of the following remedies: -

- (a) immediately cancel the contract;
- (b) revisit the contract and issue directives with regard to the remaining term of the contract;
- (c) engage the services of other parties and service providers;
- (d) engage the service of the next favourable bidder;
- (e) exercise the remedies available to it in terms of the provisions of paragraph 23 of the General Conditions of Contract;
- (f) recover from the Contractor all costs, losses or damages incurred or sustained by the Department as a result of the award of the contract.
- (g) cancel the contract and claim any damages which the province may suffer by having to make less favourable arrangements after such cancellation;
- (h) Cash in any securities, utilise deposits and/or withhold any payment due to the Contractor in lieu of damages.

28. CESSION OF BID

Any cession of a bid will only be accepted after the relevant approval has been obtained from the Department.

29. VALIDITY OF BIDS

The validity period for this bid is 180 days from the date of closing of the bid. However, circumstances may arise whereby the Department may request the bidders to extend the validity period. Should this occur, the Department will request bidders to extend the validity period under the same terms and conditions as originally tendered for by bidders.

30. BID APPEAL TRIBUNAL (BAT)

BAT finds its establishment in Treasury Regulation 16A9.3 and Section 18(1) of the KwaZulu-Natal Supply Chain Management Policy Framework. Treasury Regulation 16A9.3 empowers the National and Provincial Treasury to establish a mechanism to consider complaints and make recommendations for remedial actions to be taken the non-compliance with the norms and standards. Section 18(1) of the KZN SCM Policy Framework empowers the MEC for Finance to establish an



independent and impartial Bid Appeals Tribunal. In line with Paragraph 19 of the KZN SCM Policy Framework of 2006, the following procedure must be followed to lodge an appeal:

- 30.1 The Department will publish the award on the Departmental website and send out notifications of non- award to disqualified bidders.
- 30.2 Any appeals lodged in terms of the provisions of the KZN Supply Chain Management policy must be submitted within 5 working days of the award of this bid as advertised in the Departmental Website.
- 30.3 If five (5) working days of receipt of the notification of award lapses, no appeals will be considered after the award information has been published on the E-Tender portal.
- 30.4 The bidder may, together with the notification of intention to appeal under paragraph (2) of the KZN SCM Policy Framework, deliver a request for written reasons for the award of the said bid.
- 30.5 The Bid Adjudication Committee or a delegate of an accounting officer must deliver to the appellant the written reasons requested under paragraph (3) of the KZN SCM Policy Framework within ten working days.
- 30.6 The appellant must, within ten working days of receipt of the written reasons delivered under paragraph (4) of the KZN SCM Policy Framework, or, failing a request for written reasons under paragraph (3) of the KZN SCM Policy Framework, within ten working days of giving notice under paragraph (2) of the KZN SCM Policy Framework, submit written representations to the Bid Appeals Tribunal, indicating sufficiently and without unnecessary elaboration the grounds and basis of the appeal and the nature of the complaint.
- 30.7 Upon receipt of a notice of intention to appeal, the Bid Appeals Tribunal must notify other bidders who may be adversely affected by the appeal, in writing of the appeal and invite them to respond within five working days.

The address provided for the lodging of appeals is:

Email: Batsecretariat@kzntreasury.gov.za

The Chairperson

Bid Appeals Tribunal

P.O.Box 3613

Pietermaritzburg

3201

SECTION L

TERMS OF REFERENCE

DECOMMISSION OF EXISTING SECURITY SYSTEM AND SUPPLY, INSTALL, COMMISSION AND MAINTENANCE OF AN INTEGRATED ELECTRONIC SECURITY SYSTEM FOR THE KWAZULU-NATAL PROVINCIAL TREASURY FOR A PERIOD OF THREE (3) YEARS

1. INTRODUCTION

- 1.1. The purpose of this Request for Bid (RFB) is to invite suitably qualified and experienced Suppliers (hereinafter referred to as 'bidders') to submit bids for the for the decommission of the existing system, supply, install, commission and maintenance of an Integrated Electronic Security System (IESS) for the KwaZulu-Natal Provincial Treasury, for a period of three (3) years with an option to extend the contract for a period not exceeding twenty-four (24) months.
- 1.2. The KwaZulu-Natal Provincial Treasury requires an integrated electronic security solution to safeguard its facilities, assets, personnel, and information to address current and future security requirements.

2. SCOPE OF WORK

- 2.1. The project entails decommissioning of the existing system, supply, installation, commission and maintenance of an Integrated Electronic Security System (IESS), including the removal of the existing Access Control System (ACS) and the implementation of a new, robust, expandable, and fully integrated solution across identified sites.

The scope of bid for the bidder shall include the following:

- 2.1.1 Uninstall and remove the existing security system and hand over the removed equipment to the departmental representative.
- 2.1.2 Supply and install a functional, networkable, and expandable Integrated Electronic Security System (IESS), including all required equipment and components. (Electronic access control, CCTV Surveillance with integration)
- 2.1.3 Ensure that the system's functionality, security, and integrity are available twenty-four hours a day, seven days a week (24/7).
- 2.1.4 Provide a system with both centralised and decentralised databases to support multiple sites.
- 2.1.5 Ensure the system supports real-time event monitoring.
- 2.1.6 Design and configure advanced integrated graphical mapping within the IESS software.
- 2.1.7 Provide the required network bandwidth capacity for each respective branch to ensure that all surveillance traffic is supported such that there are no abnormal latencies, including the internet connection and VPN speed.
- 2.1.8 Supply software licences that integrate CCTV and access control systems, with support for an unlimited number of doors and multi-site integration for the solution the bidder is proposing.
- 2.1.9 Provide hardware and software architectural drawings, including site layouts showing the location of all security equipment, cable routing, and network architecture for each site.
- 2.1.10 All equipment, devices, controllers, cabinets, patch panels, and cables shall be clearly labelled and identified in accordance with the submitted drawings and the approved labelling convention.
- 2.1.11 Provide an ACS report designer. A tool which will enable users to build tailored reports that meet operational, security, management, and audit requirements.
- 2.1.12 Ensure the system provides multiple configurable reporting capabilities.
- 2.1.13 Supply a system capable of full integration with, but not limited to, the following systems:
 - i. CCTV system (for the solution the bidder is proposing)
 - ii. Visitor Management Systems (future addition for the solution the bidder is proposing)



- iii. Third-party biometric readers (for the solution the bidder is proposing)
 - iv. Human Resource (HR) systems Leave System K2 (future integration)
 - v. Microsoft Active Directory (AD) ACS (for the solution the bidder is proposing)
 - vi. Fire Alarm System, Tech Switch Fire Detection System (for the solution the bidder is proposing)
 - vii. Alarm systems, Texecom (for the solution the bidder is proposing)
 - viii. Architectural e-maps / dynamic mapping (for the solution the bidder is proposing)
 - ix. Elevator control systems (future additions)
 - x. Parking management systems (future additions)
 - xi. RFID (for the solution the bidder is proposing)
 - xii. Guard patrol (future additions)
- 2.1.14 Ensure that the system supports anti-pass back functionality.
 - 2.1.15 Provide a main server and a backup server at sites identified by the Department.
 - 2.1.16 Ensure the system can operate independently in the event of main server failure.
 - 2.1.17 Provide a Software Development Kit (SDK) for the proposed system.
 - 2.1.18 Integrate the Public Address (PA) system with the fire alarm system to enable automated voice evacuation upon activation of emergency break-glass units.
 - 2.1.19 Provide formal, certified operator and advanced training for six (6) operational staff on the IESS.
 - 2.1.20 Provide maintenance and support services for a period of thirty-six (36) months.

3. DELIVERY ADDRESS

The address where the required goods/services/works must be delivered is:

No.	Building Name	Physical Address
1	Treasury House	145 Chief Albert Luthuli Street, Pietermaritzburg
2	Natalia Building (2 nd floor North Tower)	333 Langalibalele Street, Pietermaritzburg
3	Nomalanga Building	214 Langalibalele Street, Pietermaritzburg

4. ENVIRONMENTAL REQUIREMENTS

The bidder must ensure that the proposed Integrated Electronic Security System (IESS), including CCTV and Access Control systems, complies with applicable South African standards and regulations.

- (a) All electrical installations must comply with:
 - (i) SANS 10142-1 – The Wiring of Premises (Low Voltage Installations).
 - (ii) Occupational Health and Safety Act (Act 85 of 1993) and relevant Electrical Installation Regulations.
 - (iii) SANS 60364 (aligned to IEC 60364) where applicable.
 - (iv) All equipment must comply with relevant IEC standards adopted by SANS, including:
 - SANS/IEC 60529 – IP Ratings (Ingress Protection).
 - SANS/IEC 62262 – IK Ratings (Impact Protection).
 - SANS/IEC 61000 series – Electromagnetic Compatibility (EMC).
 - SANS/IEC 62368-1 – Safety requirements for ICT and AV equipment.
 - (v) All equipment must be approved for use in South Africa and comply with NRCS requirements where applicable.
- (b) CCTV & Access Control Requirements
 - i. The CCTV surveillance and access control equipment must be connected through the VPN to the main central server,



- ii. The Network Video Recorders (NVR) must back up after hours, and back-up for a minimum of 90 days, and the central Network Attached Storage (NAS) minimum of storage of 3 years for saved footage,
- iii. The access control system must be backup three times a day, and back-up for a minimum of 3 years/ 36 months,
- iv. All cameras must have edge recording storage of 256gigs,
- v. All the sites must be monitored from one central point,
- vi. All main entrances, main gates, server rooms and switching centres, cameras must be configured with analytics to detect humans or vehicles during off peak periods and after hours,
- vii. All cameras installed at high-risk areas must integrate with the access control system,
- viii. Cameras from different sites must be easily viewed and monitored through emap,
- ix. Indoor CCTV cameras and access control devices must have a minimum rating of:
 - IP40 for standard office environments.
 - IP54 for dusty environments.
 - Devices installed in public indoor areas must have a minimum IK10 vandal resistance rating.
 - Equipment installed in control rooms or server rooms must operate within HVAC-controlled environmental ranges.
 - Access control panels must be installed inside lockable enclosures in the serve/control room.
 - Cabling must comply with SANS standards and be installed in conduits, trunking, or cable trays as required.
- x. Outdoor CCTV cameras, access control readers, boom gates, intercoms, and enclosures must have a minimum:
 - IP65 rating for general outdoor exposure.
 - IP66 or IP67 for high-exposure or harsh environmental conditions.
 - Devices installed in public-facing or high-risk areas must have a minimum IK10 vandal resistance rating.
- xi. All outdoor equipment must:
 - Be UV-resistant.
 - Be corrosion-resistant (galvanized steel, stainless steel, or powder-coated finishes).
 - Be suitable for South African climatic conditions (high temperatures, coastal corrosion where applicable).
 - All outdoor poles and mounting brackets must be properly grounded in accordance with SANS 10142-1.

(c) Surge Protection & Lightning Protection

- i. Surge Protection Devices (SPD) must comply with SANS/IEC 61643 – Surge protective devices.
 - Lightning protection systems must comply with:
 - SANS 10313 – Protection against lightning.
 - SANS/IEC 62305 – Lightning protection standards.
 - All equipment must be properly earthed and bonded in accordance with SANS 10142-
 - UPS systems must comply with SANS/IEC 62040 standards.

(d) Environmental & E-Waste Compliance

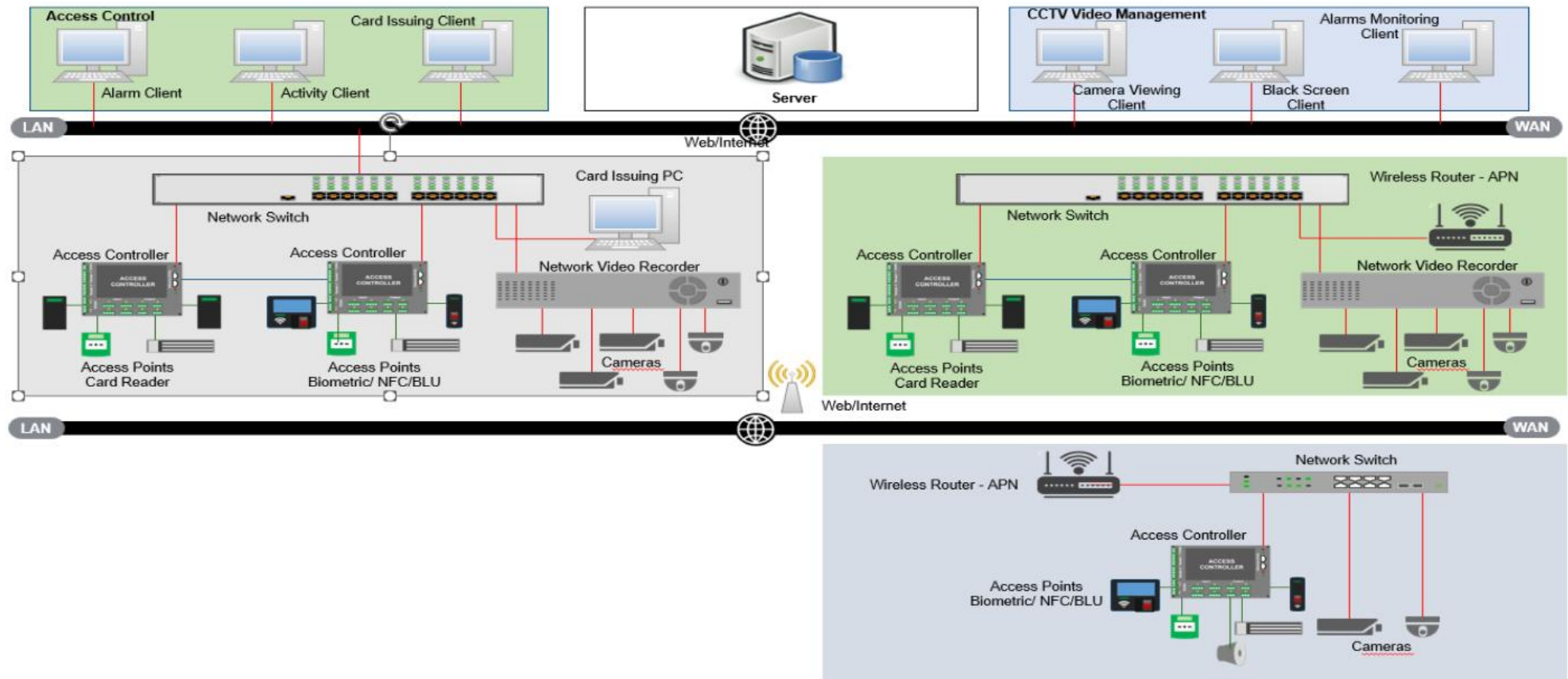
- i. All removed equipment must be disposed of in accordance with:
 - National Environmental Management Act (NEMA).
 - Applicable South African e-waste regulations.

5. TECHNICAL PRODUCT/SERVICE/SOLUTION REQUIREMENTS

The proposed Integrated Electronic Security System (IESS), incorporating Access Control and CCTV systems, must comply with the following detailed technical and maintenance requirements.

System Architecture

Figure 1 - Site Architectural Design





(a) General System Architecture

- i. The CCTV system shall be IP-based and operate over standard TCP/IP networks. The Access Control System (ACS) shall support redundant communication over TCP/IP and RS-485 and support OSDP Secure Channel (preferred) and Wiegand where compatibility with existing infrastructure is required.
- ii. The architecture shall support centralized, decentralized, and hybrid deployments across multiple geographically dispersed sites.
- iii. The system shall support enterprise-wide management from a central location while allowing each site to continue operating independently during network or server failures.
- iv. The system shall be modular, scalable, and expandable without replacement of existing core hardware or software components.
- v. The system shall support physical servers, virtualized environments (VMware, Hyper-V or equivalent), and cloud-hosted deployments where approved.
- vi. All security subsystems, including Access Control, CCTV, Intrusion Detection, Intercom (where applicable), Alarm Monitoring, Visitor Management, and associated security devices, shall operate under a unified management platform.

(b) Server & Database Requirements

- i. Provision a primary application server and a fully redundant standby server.
- ii. Support automatic server failover with minimal service interruption.
- iii. Support database replication and synchronization between primary and backup servers.
- iv. All database communications shall be encrypted.
- v. Automatic scheduled database backups shall be supported.
- vi. Provide Disaster Recovery (DR), Backup and Restore procedures.
- vii. Support Microsoft SQL Server or equivalent enterprise database platform.
- viii. Database integrity verification shall be supported.
- ix. Support High Availability (HA) where applicable.

(c) Access Control Technical Requirements

- i. Intelligent multi-door controllers capable of autonomous offline operation.
- ii. Local transaction storage during communication failures with automatic synchronization upon restoration.
- iii. Support MIFARE DESFire EV2/EV3 (or equivalent), biometrics, PIN, mobile credentials, and multi-factor authentication.
- iv. Support Anti-Passback (Hard and Soft).
- v. Support Time Zones, Access Levels, Holiday Calendars and Threat Levels.
- vi. Real-time event monitoring.
- vii. Seamless CCTV event integration.
- viii. Controller firmware shall support secure updates.
- ix. Controllers shall continue operating during WAN, VPN, or server failures.
- x. Support redundant communication paths where applicable.
- xi. Biometrics Reader Type:
 - Reader must have TCP/IP Ethernet and Wiegand communication.
 - The reader must use Wiegand and OSDP v2 communication.
 - Reader must have at least 9000 templates
 - The reader must support authentication technology.
 - Reader must be weatherproof with a minimum IP65 rating (where installed outside of the building, a recommended weatherproof bracket needs to be installed to protect the unit)
 - Reader must use an average of 12vDC power



- The reader must have a three-colour LED indicator for access granted/denied (green means access granted and red means access denied)
 - The system must use the minimum modes below to authenticate:
 - ✓ Finger only,
 - ✓ Finger and card,
 - ✓ Card only,
 - ✓ Option of card or finger
- xii. Access Card reader:
- The reader must use Wiegand and OSDP v2 communication,
 - Reader must be weatherproof with a minimum IP67 rating (where installed outside of the building, a recommended weatherproof bracket needs to be installed to protect the unit)
 - The reader must have an LED indicator for access granted/denied (green means access granted and red means access denied)
 - Must operate at an average 12vDC of power
 - Authentication technology integration.
 - ✓ Desfire
 - ✓ Bluetooth
 - ✓ NFC
- xiii. Controller Type:
- The controller must be able to charge the backup battery through PoE,
 - The controller must have built-in/onboard 2x readers, and no additional modules to be used,
 - The controller must have built-in/onboard 2x R485 ports,
 - Must have built-in/onboard 2x RJ45 (ethernet) port,
 - 4x built-in/onboard inputs/outputs (I/O)'s
 - Must be able to handle a minimum of 5 different card format simulations through a reader,
 - Must be able to store a minimum of 30 000 transactions and 50 000 cards,
 - The system must use both built-in/onboard RS485 and Ethernet/LAN (PoE) ports for communication simultaneously,
 - The controller must use 12vDC input volt and also uses 12vDC output power and make use of a 12vdc 7a/h battery back-up
 - The controller must be inside a lockable enclosure with a battery backup unit and PSU
 - BGU (Emergency Exit Manual Call Point);
 - ✓ Triple pole.
 - ✓ Resettable PVC break glass unit.
 - ✓ Power 12/24Vdc.
 - ✓ Plastic protective cover.
 - ✓ Adjustable sounder.
 - ✓ Adjustable LEDs.
 - ✓ Surface mount.
- xiv. PSU;
- 220v AC input,
 - 12vDC output,
 - 5/10Amp, (5amps for card reader installation and 10amp for biometrics installation).
 - LED with voltage adjuster,



- Must be able to charge the battery backup,
- With UPS function
- Must possess AC and battery circuit switches in accordance with design and safety regulations.
- Must be suitable for battery backup systems
- An additional AC Inrush Current Limiter to be added in a din rail buffer for installation inside the access control enclosure.

xv. ACS Client Desktop;

- Core i7,
- 8 gig DDR4 RAM,
- 1TB HDD,
- Windows 10 Pro operating platform licensed,
- Microsoft Office licensed,
- Black wired optical mouse and keyboard,
- 1x 32" LCD monitor using VGA/HDMI port, with triple monitor mount bracket
- HDMI, VGA RS232 ports,
- DVD RW+,
- 5 USB ports,
- Wifi-network connection and RJ45 network port,
- Remove all installed games,
- Install the latest Adobe PDF and Microsoft Office.

(d) CCTV Technical Requirements

- i. IP-based ONVIF-compliant cameras.
- ii. Minimum Full HD (1080p) resolution (higher resolutions where specified).
- iii. Support WDR, IR, Analytics, Motion Detection, and Intelligent Video Analytics.
- iv. RAID-supported enterprise storage architecture.
- v. Event-triggered recording from ACS, alarms, and analytics.
- vi. Encrypted video transmission.
- vii. Support centralized recording and remote viewing.
- viii. Support configurable recording schedules. Support health monitoring of cameras and storage devices.

(e) Cybersecurity Requirements

- i. TLS/SSL encrypted communications.
- ii. Role-Based Access Control (RBAC).
- iii. Strong password policies.
- iv. Multi-factor authentication for administrators.
- v. Complete audit trail logging.
- vi. Secure firmware and software updates.
- vii. Removal of all default credentials during commissioning.
- viii. Secure API communications.
- ix. Compliance with the departments Cyber Security standards.

(f) Reporting & Documentation

- i. Monthly system health reports.
- ii. Preventive maintenance reports.
- iii. Fault logs and incident resolution reports.



- iv. Asset inventory reports.
- v. Database backup verification reports.
- vi. Updated as-built drawings.
- vii. Updated architectural drawings.
- viii. Configuration backup files.
- ix. Equipment and cable schedules.
- x. Complete operation and maintenance manuals

(g) Compliance

- i. Installation and maintenance activities shall comply with SANS 10142-1 and all applicable South African legislation and safety regulations.
- ii. A valid Certificate of Compliance (CoC) shall be provided where electrical modifications are undertaken.
- iii. Equipment shall comply with applicable SANS, IEC, ISO, and ONVIF standards.
- iv. Software licensing shall be valid and fully transferable to the Department upon commissioning.

6. USER INTERFACE

The application for the video management must use the latest Windows Server Professional platform for server -based environments, and Windows Professional or MAC for client workstations. The application should have a web client that is accessible via Chrome or the Edge Browser.

Table 1: User Interface & ACS

Component	Sub-Component	Detail
CCTV Client Workstation		
Software	Operating System	Microsoft Windows 11 (64 Bit) or later.
	Web Browser	Google Chrome 128.0.6613.114 or later; Microsoft Edge 128.0.2739.54 or later
Hardware	CPU	8th Generation, Intel® Core™ i7 Processors desktop version (i7-8700) or above
	Memory	16 GB RAM or above
	Storage	Minimum 1 TB
	Graphics	Support Direct3D Acceleration with 4GB Video RAM
Component	Sub-Component	Detail
Server		
Software	Operating System	Windows Server 2022, 2019, 2016 or later.
	Web Browser	Google Chrome 128.0.6613.114 or later; Microsoft Edge 128.0.2739.54 or later
Hardware	CPU	15th Generation, Intel® Core™ i7 Processors or above
	Memory	32GB or above
	Storage	Minimum 1 TB



7. CONSOLIDATED QUANTITIES

Figure 1 - Consolidated Quantities

CONSOLIDATED QUANTITIES					
NO	DESCRIPTION	QUANTITY			TOTAL
		TREASURY HOUSE	NATALALIA BUILDING	NOMALANGA BUILDING	
1.	Biometrics Reader	24	12	8	44
2.	Enrolment Station	1	0	0	1
3.	ACS Server	1	1	0	2
4.	Access Card Reader	86	2	27	115
5.	Touch to exit button	4	4	0	8
6.	No touch to exit including bracket	4	8	6	18
7.	ACS Controller Board	63	8	19	90
8.	12v/7AH back-up battery (Lithium)	63	8	19	90
9.	10amps 12v DC Power Supply	63	8	19	90
10.	Maglock 350kg including ZL bracket	18	1	2	21
11.	BGU	64	10	21	95
12.	DM	66	19	22	107
13.	Piezo Sounder	64	29	21	114
14.	Red Strobe Light	64	29	21	114
15.	Wireless remote	2	2	6	10
16.	Access Cards	600	0	0	600
17.	Card Holders	600	0	0	600
18.	Lanyards for Card Holder	600	0	0	600
19.	Webcam	1	0	0	1
20.	Client Desktop including with Medium Size Software (200 doors)	1	0	1	2
21.	Smart Card Printer	1	0	0	1
22.	Keyswitch	5	0	0	5
23.	Monitor Screen 23"	1	0	0	1
24.	WRD wide range mini dome camera (30m IR)	78	12	34	124
25.	Wide range mini bullet camera (30m IR)	1	0	4	5
26.	WDR mini dome panoramic cameras 180°	0	0	1	1
27.	Monitors Screens 55"	4	1	1	6
28.	Monitor Screen 32"	1	1	1	3
29.	16ch NVR	1	1	1	3
30.	32ch NVR	2	0	0	2
31.	Client Desktop CCTV	1	0	0	1
32.	24 port Network switch	7	1	2	10
33.	8 port Network switch	4	1	2	7
34.	9U Cabinet	1	1	1	3
35.	Wifi network access point	0	1	0	1
36.	Cat 6	10600	5000	4900	20500
37.	Mylar Cable	32500	4500	10400	47400
38.	3KVA Online UPS	10	1	3	14



8. SERVICE ELEMENTS

Full-Service Agreement

8.1. Maintenance & Support Requirements

- (a) The bidder must provide comprehensive maintenance and support for a period of thirty-six (36) months from the date of commissioning per unit.

8.2. Preventative Maintenance

- (a) Quarterly preventative maintenance inspections.
 - (i) Testing of access control hardware (readers, controllers, locks, REX, door contacts).
 - (ii) Testing of CCTV cameras, recording equipment, storage systems, and analytics.
 - (iii) Inspection of power supplies, UPS systems, surge protection, and grounding.
 - (iv) Cleaning of cameras, enclosures, and cabinets where required.
 - (v) Firmware and software updates in accordance with manufacturer recommendations
- (b) Corrective Maintenance
 - (i) Fault diagnosis and repair of hardware and software failures.
 - (ii) Replacement of defective components with OEM-approved parts.
 - (iii) Restoration of system functionality within agreed Service Level Agreement (SLA) timeframes.
 - (iv) Remote technical support capability
- (c) Software Maintenance
 - (i) Provision of all security patches and software updates during the maintenance period.
 - (ii) Version upgrades where applicable (subject to licensing terms).
 - (iii) Database integrity checks and optimization

9. TIME AND MATERIAL (T&M AD HOC SERVICES)

The bidder must provide time and material-based support for tasks outside the standard Full-Service Agreement (FSA), including emergency repairs, system modifications, expansions, and one-off technical services.

10. EMERGENCY REPAIRS

- (a) The successful shall:
 - (i) Provide 24 hours a day, 7 days a week, 365 days a year (24/7/365) emergency repair service for all supported security systems.
 - (ii) Respond to all emergency faults within the agreed Service Level Agreement (SLA) response times from the time the fault is logged.
 - (iii) Prioritise faults that compromise the security of the Department's facilities, including complete system failures, server failures, controller failures, communication failures, critical access points, perimeter security, CCTV recording failures, and life safety integrations.
 - (iv) Deploy suitably qualified and OEM-accredited technical personnel with the necessary tools, test equipment, and replacement parts to restore the affected system.
 - (v) Implement temporary measures, where immediate permanent repairs cannot be completed, to maintain the security of the affected facility until permanent repairs are undertaken.
 - (vi) Provide regular progress updates to the Department until the fault has been resolved.



- (vii) Submit a detailed incident and repair report within 24 hours of completing the emergency repair, including the root cause, corrective action taken, replacement components, and recommendations to prevent recurrence.
- (viii) Ensure that all repaired systems are fully tested, commissioned, and restored to normal operational status before closing the incident.

11. RESPONSE TIME AND DISTANCE

- (a) Office hours/remote/telephonic hours
- (b) Critical faults (system down): Respond to site within 4 hours.
- (c) Major faults: Respond to site within 8 working hours.
- (d) Minor faults: Respond to site within 24 working hours.
- (e) 24/7 emergency support availability

12. FAULT LOGGING MANAGEMENT

The bidder shall provide a structured Fault Logging and Management System for the Integrated Electronic Security System (IESS), including the Access Control System (ACS), CCTV System, Intrusion Detection System (Texecom), and all integrated security subsystems.

The Fault Logging and Management System shall, as a minimum, provide for the following:

- (a) All faults, incidents, and service requests shall be logged through a centralized helpdesk or electronic ticketing system and assigned a unique reference number.
- (b) Each logged fault or service request shall record, as a minimum:
 - (i) Date and time reported;
 - (ii) Site location;
 - (iii) Affected system or component;
 - (iv) Description of the fault or request;
 - (v) Priority classification;
 - (vi) Assigned technician;
 - (vii) Actions taken;
 - (viii) Resolution status and closure date.
- (c) Incidents shall be classified according to their severity and operational impact as Critical, Major, Minor, or Service Request, and shall be responded to and resolved in accordance with the agreed Service Level Agreement (SLA).
- (d) The bidder shall implement a documented escalation process consisting of, as a minimum:
 - (i) Level 1: Helpdesk/Service Desk;
 - (ii) Level 2: Technical Support Technician;
 - (iii) Level 3: Specialist and/or Original Equipment Manufacturer (OEM) Support.
- (e) The Incident and Request Management process shall include:
 - (i) Logging and tracking of all incidents and service requests;
 - (ii) Prioritisation based on severity and operational impact;
 - (iii) Resolution within the agreed SLA response and resolution timeframes;



- (iv) Recording of the root cause analysis, corrective actions taken, and confirmation of closure by the Department or its authorised representative.
- (f) The bidder shall submit monthly Fault and Incident Management Reports detailing:
 - (i) Incidents and service requests logged;
 - (ii) Response and resolution times;
 - (iii) SLA performance;
 - (iv) Recurring faults and trend analysis;
 - (v) Root cause analyses;
 - (vi) Outstanding incidents and corrective actions;
 - (vii) Overall system performance.

13. EVALUATION CRITERIA

Evaluation will be based on the following evaluation phases:

Evaluation Element	
Phase 1	Supply Chain Administrative Compliance
Phase 2	Technical Mandatory Requirements
Phase 3	Technical Functionality Requirement
Phase 4	Price and Preference Points Evaluation

13.1. Phase 1: Supply Chain Administrative Compliance

- i. Bids submitted must be complete in all respects.
- ii. The following forms must be duly completed and submitted with the bid at the time of closing of bid:

COMPULSORY BID FORMS		TICK TO INDICATE SUBMISSION
PART A	INVITATION TO BID (SBD 1)	
PART B	TERMS AND CONDITIONS FOR BIDDING (SBD 1)	
	AUTHORITY TO SIGN THE BID OR SUBMIT RESOLUTION LETTER	
SECTION C	DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE IS CORRECT AND UP TO DATE	
SECTION D	COMPULSORY SITE INSPECTION CERTIFICATE	
SECTION F	BIDDER'S DISCLOSURE (SBD 4)	

Failure to comply with the Supply Chain Administrative Compliance shall result in the offer being considered non-responsive and shall be rejected.

13.2. Phase 2: Technical Mandatory Requirements

The Bidder MUST complete the table below and submit valid and current supporting documentation for all mandatory requirements, including:

- (a) **Company Requirements:** Valid PSIRA registration, Access Control OEM/OSM accreditation, CCTV Surveillance OEM/OSM accreditation, and ISO 9001:2015 compliance/certification of the proposed CCTV OEM/OSM.
- (b) **Technical Resources:** The bidder must submit three (3) resources accredited for the Access Control System and three (3) resources accredited for the CCTV Surveillance System. Submitted resources MUST be PSIRA registered with a minimum Grade C. Each Access Control resource MUST have valid Access Control OEM/OSM accreditation, and each CCTV resource MUST have valid CCTV Surveillance OEM/OSM accreditation.
- (c) **Experience and Capability:** The Bidder MUST demonstrate successful experience with at least two (2) clients covering installation, maintenance and ongoing technical support of Access Control and CCTV Surveillance Systems.
- (d) **Non-Compliance:** Failure to meet any mandatory requirement or submit the required valid and current evidence will result in disqualification. The Department reserves the right to verify all information submitted.

Table 2: Technical Mandatory Requirements

No.	Technical Mandatory Requirement	Minimum Documentary Evidence Required	Submitted Or Not Submitted
A	Bidder/Company Requirements		
A1	PSIRA Registration – Company The Bidder MUST have a valid registration certificate with PSIRA.	The Bidder must submit a copy of a valid registration certificate with PSIRA. NOTE (1): The valid certificate must clearly indicate the following information: a) the regulator name (PSIRA); and b) the bidder's name; and c) the date it was issued; and d) the expiry date. NOTE (2): Department reserves the right to verify information provided.	
A2	Access Control OEM/OSM Accreditation - Company The Bidder MUST be accredited by the OEM/OSM of the Access Control System proposed to the Department.	The Bidder must submit a copy of valid documentation (letter/certificate/licence) clearly indicating that the Bidder is accredited by the OEM/OSM for the proposed Access Control System solution as proof. NOTE (1): The Department reserves the right to verify the information provided.	



No.	Technical Mandatory Requirement	Minimum Documentary Evidence Required	Submitted Or Not Submitted
A3	CCTV Surveillance OEM/OSM Accreditation –Company The Bidder MUST be accredited by the OEM/OSM of the CCTV Surveillance System proposed to the Department.	The Bidder must submit a copy of valid documentation (letter/certificate/licence) clearly indicating that the Bidder is accredited by the OEM/OSM for the proposed CCTV Surveillance System solution as proof. NOTE (1): The Department reserves the right to verify the information provided.	
A4	ISO 9001:2015 – CCTV OEM/OSM The OEM/OSM for the CCTV camera solution proposed to the Department MUST be ISO 9001:2015-compliant or certified.	The Bidder must submit valid documentation (certificate/licence/membership number) clearly indicating the OEM/OSM's registration for ISO 9001:2015.	

B PROPOSED TECHNICAL RESOURCE REQUIREMENTS			
The bidder must submit three (3) resources accredited for the Access Control System and three (3) resources accredited for the CCTV Surveillance System.			
Access Control OEM/OSM Accreditation and PSIRA			
B1	The Bidder MUST submit three (3) technical resources who will be assigned to this contract. Each of the three (3) technical resources MUST: - be currently and validly registered with PSIRA (Private Security Industry Regulatory Authority), with a minimum Grade C registration; AND - be currently and validly accredited by the OEM/OSM as a technical installer for the proposed Access Control System.	Names of all 3 resources: 1. 2. 3. The following information must be submitted for each of the three (3) submitted resources: i. PSIRA: A copy of valid registration documentation (certificate) clearly indicating that each technical resource is PSIRA registered, with a minimum of Grade C PSIRA registration. NOTE (1): The valid documentation must clearly indicate the following information: (a) the regulator name (PSIRA); (b) the technical staff member's name; (c) the date it was issued; and	



		(d) the expiry date. ii. OEM/OSM Accreditation: Attach to Annex A, a copy of valid documentation (letter/certificate/licence) clearly indicating the technical staff member's details and accreditation by the OEM/OSM for the proposed Access Control System as proof.	
CCTV Surveillance OEM/OSM Accreditation and PSIRA			
B2	The Bidder MUST submit three (3) technical resources who will be assigned to this contract. Each of the three (3) technical resources MUST: i. have valid registration with PSIRA (Private Security Industry Regulatory Authority), with a minimum Grade C registration; AND ii. be currently and validly accredited by the OEM/OSM as a technical installer for the proposed CCTV Surveillance System.	Names of all 3 resources: 1. 2. 3. The following information must be submitted for each of the three (3) submitted resources: i. PSIRA: a copy of valid registration documentation (certificate) clearly indicating that each technical resource is PSIRA registered, with a minimum of Grade C PSIRA registration. NOTE(1): The valid documentation must clearly indicate the following information: (a) the regulator name (PSIRA); (b) the technical staff member's name; (c) the date it was issued; and (d) the expiry date. ii. OEM/OSM Accreditation: a copy of valid documentation (letter/certificate/licence) clearly indicating the technical staff member's details and accreditation by the OEM/OSM for the proposed CCTV Surveillance System as proof. NOTE: Department reserves the right to verify information provided.	

C	Bidder Experience and Capability Requirements		
C1	The Bidder must submit two reference letters confirming relevant experience in a corporate environment to install, maintain, and support Access Control Systems and CCTV Surveillance Systems. A letter that contains both categories shall be accepted as one reference letter	(i) For Access Control - Bidder must submit two reference letters from different clients indicating installation, maintenance, and Ongoing support. (ii) For CCTV surveillance system services - Bidder must submit two reference letters from different clients indicating installation, maintenance, and Ongoing support. A letter that contains both categories shall be accepted as one reference letter Each reference letter must be on the letterhead of the client and contain the following information: • Date and scope of the work performed. • Confirmation that the bidder had successfully executed the project. • Referees' names and contact numbers. • Reference letter must be signed by the relevant client signatory. Note (1): Failure to comply with the requirements as indicated above shall be deemed non-responsive and shall be rejected. Note (2): The Department reserves the right to verify the information provided.	

Failure to comply with the Technical Mandatory Requirements shall result in the offer being considered non-responsive and shall be rejected.

13.3. Phase 3: Technical Functionality Requirements

The functionality requirements are divided into two elements: Element A, which covers Access Control functionality requirements, and Elements B, which covers CCTV Surveillance System functionality requirements. Bidders are required to comply with all Element A functionality requirements to be considered for further evaluation under Element B functionality requirements.

13.3.1. Element A: Access Control Requirements Evaluation

- (a) Only those bids that successfully passed all the previous evaluation stages will progress to this evaluation stage, namely Demonstration / Presentation / Proof of Concept.

- (b) The bidder will be required to do a Demonstration / Presentation / Proof of Concept of their proposed solution as per Phase 3 that contains the ability to support the business objectives in relation to the required technology infrastructure and the required components.
- (c) The evaluation panel may request demonstration or explanation regarding any or all aspects of the technical Functionality requirements.
- (d) In this stage, the bidder will be requested to come to the department's offices or take them to an installed site where you need to demonstrate in full to the department all of the Proof of Concept (POC) requirements requested below.

13.3.1.1. Evaluation per requirements

- (a) The evaluation (scoring) of bidders' responses for POC requirements will be determined by the completeness, relevance, and accuracy of demonstration.
- (b) POC demonstration of Technical Functionality requirements will be evaluated using "comply" or "not comply".
- (c) Minimum threshold: To be eligible to proceed to the next stage of the evaluation, the bidder must, for the POC demonstration of the Technical Functionality requirements, achieve a "COMPLY" score for all of the requirements.
- (d) POC can be done via demonstration board/box or at the site where the system is installed.

Table 3: Access control requirements to be met on Proof of Concept (POC)

NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	COMPLY		NOT COMPLY
		Requirements	Comply	Not Comply
1.	The IESS's access control controller must have a minimum of both built-in/onboard: (a) 2x readers, and (b) 2x RS485 ports,			
		(a)		
		(b)		
2.	The IESS's access control controller, must use both built-in/onboard RS485 and Ethernet/LAN (PoE) port for communication simultaneously,			
3.	Enrol user via biometrics reader (without using a take-on enrolment biometrics reader) and information to reflect on system's software immediately,			
4.	The IESS's access control controller, must integrate with third party CCTV systems that are ONVIF compliant and must: (a) Pop up a camera with any activity on IESS's managing software, (b) CCTV video and/or image activity must respond on screen pop ups when the card is badged			
		(a)		
		(b)		
5.	The IESS's different types of biometrics readers must use these minimum modes to authenticate: (a) Use only finger to open, (b) Use card only to open, (c) Use only NFC to open, (d) Use finger and card to open, (e) Must use, finger or, card, or NFC to open without being manipulated			
		(a)		
		(b)		
		(c)		
		(d)		
		(e)		



NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	COMPLY		NOT COMPLY
		Requirements	Comply	Not Comply
6.	The IESS's reader must work on an offline mode (server not connected or powered off) and maintain the previous status while on an online mode (grant access to authorised person/s and deny access to unauthorised person/s: (a) Proximity card readers, (b) Biometrics reader finger	(a)		
		(b)		
7.	Seamlessly integrate with the following 3rd party systems: (a) Biometrics reader, (b) Alarm system	Requirements	Comply	Not Comply
		(a)		
		(b)		
8.	Controller must have built-in/onboard resettable fuse to protect controller against the 12 volts power connected in reverse			
9.	The controller unit of IESS must be powered up through the following: (a) 12 volts, (b) PoE	Requirements	Comply	Not Comply
		(a)		
		(b)		
10.	Must have cell phone app for the following: (a) Cell phone app for configuring the system, (b) Use cell phone app to unlock and lock doors, (c) Use cell phone NFC to open the doors,	Requirements	Comply	Not Comply
		(a)		
		(b)		
		(c)		
11.	The IESS's controller must have all the following: (a) Built-in/onboard 2 input and output ports, (b) Must have built-in/onboard R485 ports, (c) Must have built-in/onboard RJ45 (ethernet) port,	Requirements	Comply	Not Comply
		(a)		
		(b)		

Failure to comply with the Element A: access control technical functionality requirements evaluation shall result in the offer being considered non-responsive and shall be rejected.

13.3.2. Element B: CCTV Surveillance Systems

- The bidder must complete all the TECHNICAL Functionality requirements in full.
- The bidder must provide a unique reference number (e.g. binder/folio, chapter, section, page) to locate substantiating evidence in the bid response
- The evaluation (scoring) of bidders' responses to the requirements will be determined by the completeness, relevance, and accuracy of substantiating evidence.
- The weighting of requirements: The minimum threshold per functional environment will be evaluated as per the table below.



Table 4: Technical Functionality Weighting Requirements

No.	Technical Functionality Requirements (per environment)	Weighting
1.	5MP Bullet/Dome Camera	20%
2.	PTZ	12%
3.	180° Panoramic Camera	8%
4.	360° Fisheye Camera	10%
5.	NVR with PoE	12%
6.	VMS	12%
7.	CCTV Managed Network Switch	20%
8.	Project Plan	6%
TOTAL		100%

- Minimum threshold.** To be eligible to proceed to the next stage of the evaluation, the bid must achieve a minimum threshold score of **65%**. Failure to meet the minimum passing score of 65% shall result in the offer being considered non-responsive and shall be rejected.
- Minimum threshold per functional environment.** To be eligible to proceed to the next stage of the evaluation must achieve the minimum threshold per functional environment as indicated in the table above.
- The Department reserves the right to verify information/evidence provided by the Bidder.
- Bidders must clearly indicate the relevant appendix or annexure reference where the substantiating evidence can be located within the bid response.

Table 5: Technical Functionality Requirements for CCTV Surveillance Systems

NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	SUBSTANTIATING EVIDENCE AND EVALUATION CRITERIA (USED TO EVALUATE BID)	MAXIMUM POINTS	WEIGHTING:
1.	5MP Bullet/Dome Camera The bullet/dome camera must have the following requirements mentioned below: (a) AI camera (b) Identify people, vehicles and attributes (c) Object detection (d) Video analytics must be on the edge (e) Smart video analytics. (f) Deep search (g) Smart motion detection (h) IP66 & IK10 (weather & vandal proof) (i) Trend Micro Security (j) Unattended object	Evidence The Bidder to submit supporting documents that indicate the camera technology. Evaluation 0= No Information provided, or does not meet all requirement 20 = The Bidder must meet all requirements from (a) to (j)	20	20%
2.	PTZ The PTZ camera must have the following requirements mentioned below: (a) 5MP 60fps (b) 40x Optical Zoom, Auto Focus (c) 250m IR (d) 120 db WDR Pro (e) Smart Stream III	Evidence The Bidder to submit supporting documents that indicate the camera technology. Evaluation 0= No Information provided, or does not meet all requirement	12	12%



NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	SUBSTANTIATING EVIDENCE AND EVALUATION CRITERIA (USED TO EVALUATE BID)	MAXIMUM POINTS	WEIGHTING:
	(f) Smart Tracking Advanced for Moving People with People-based Deep Learning Technology (g) Deep search (h) Weather-proof IP66-rated, Vandal-proof IK10 and NEMA 4X-rated Housing (i) EIS (Electronic Image Stabilization) for Image Stability (j) Video analytics (k) Smart patrol video analytics (l) Trend Micro IoT Security for Cybersecurity	12 = The Bidder must meet all the requirements from (a) to (l)		
3.	180° Panoramic Camera The 180° Panoramic Camera must have the following requirements mentioned below: (a) 20m IR (b) 8MP with 30fps @primary stream. (c) Smart video analytics. (d) WDR PRO (e) Vision Object Analytics (f) One-Way Audio (g) Smart Stream III (h) NDAA Compliant	Evidence The Bidder to submit supporting documents that indicate the camera technology. Evaluation 0 = No Information provided, or does not meet all requirement 8 = The Bidder must meet all the requirements from (a) to (h)	8	8%
4.	360° Fisheye Camera The 360° Fisheye Camera must have the following requirements mentioned below: (a) 20m IR (b) 6MP 30fps (c) Trend Micro Security (d) Smart Stream III to optimize Bandwidth (e) NEMA 4X rating (f) Weather-proof IP66-rated and Vandal-proof IK10 (g) Smart video content analytics. (h) WDR PRO (i) Vision Object Analytics (j) One-Way Audio	Evidence The Bidder to submit supporting documents that indicate the camera technology. Evaluation 0 = No Information provided, or does not meet all requirements 10 = The Bidder must meet all the requirements from (a) to (j)	10	10%
5.	NVR with PoE The NVR with PoE must have the following requirements mentioned below: (a) Core+ AI NVR with Embedded PoE (b) 4K Display	Evidence The Bidder to submit supporting documents that indicate the NVR technology.	12	12%



NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	SUBSTANTIATING EVIDENCE AND EVALUATION CRITERIA (USED TO EVALUATE BID)	MAXIMUM POINTS	WEIGHTING:
	(c) PoE Port (d) Deep Search (e) HDMI x1, VGA x1 (f) PTZ operation Direction Control, Home, Iris, Preset, Patrol (g) Recording mode Continuous, Schedule, Manual, Event (h) Play back control Regular (Play, Pause, Stop), Rewind, Next / Previous Frame, Speed Control, Calendar, Event, Timeline, Timeline Scale, Thumbnail (Story board) (i) Event Motion Detection, Smart VCA Event, Cyber Attack, PIR Detection, Tampering Detection, (j) Camera DI/ DO, Camera Disconnected, Disk Failure, Disk Full, NVR DI/ DO, PoE error (k) ONVIF S Profile (l) Trend Micro IoT Security & Cybersecurity Management	Evaluation 0 = No Information provided, or does not meet all requirements 12 = The Bidder must meet all the requirements from (a) to (l)		
6.	VMS The VMS must have the following requirements mentioned below: (a) Integrate with third party systems (ONVIF Compliant) (b) Centralised user management (c) Enhanced alarm interface and customisable alarms (d) Give health summaries of all devices on the network (sites, servers and cameras, switches) (e) Video Export Encryption (f) Video Recording Encryption (g) Search based on Attributes such as gender and clothing colour (metadata) (h) Have an enterprise, multi-site architecture (i) Video analytics (j) Automatic License Plate Recognition (ANPR) (k) Facial Recognition (l) Must have Cyber Protection and failover redundancy	Evidence The Bidder to submit supporting documents that indicate the VMS technology. Evaluation 0 = No Information provided, or does not meet all requirements 12 = The Bidder must meet all the requirements from (a) to (l)	12	12%



NO.	TECHNICAL FUNCTIONALITY REQUIREMENTS	SUBSTANTIATING EVIDENCE AND EVALUATION CRITERIA (USED TO EVALUATE BID)	MAXIMUM POINTS	WEIGHTING:
7.	CCTV Managed Network Switch The Network switch must have the following requirements mentioned below: (a) 2xGE (Gigabit Ethernet) SFP ports (b) 6KV PoE Surge Protection per port (c) 90W PoE port power (d) PoE auto checking (e) Temperature and humidity detection (f) VCCI Certified (g) FCC Certified (h) CE Certified (i) Managed VLAN (j) Redundant backup power	Evidence The Bidder to submit supporting documents that indicate the Network switch technology. Evaluation 0 = No Information provided, or does not meet all requirements 20 = The Bidder must meet all the requirements from (a) to (j)	20	20%
8.	Project Plan The bidder must submit relevant project plan for services required indicating the following: (a) Deliverables and Activities (b) Responsible person(s) (c) Timeframe (d) Resources (e) Milestones	Evidence The bidder must submit Project Plan (Gantt Chart): - Project plan with the duration of 3 Months or less = 6 Points - Project plan with the duration of greater than 3 Months = 0 Points NB: Failure to submit a Project Plan (Gantt Chart) will result in the bidder not being scored for this criterion.	6	6%
Total scores for Element B: Technical Functionality Requirements			100	100%
The minimum technical functionality requirement is 65 points (65%)				

Bidders must obtain a minimum functionality score of 65% to qualify for the next stage of the evaluation process. Any bidder that fails to achieve the minimum threshold of 65% shall be regarded as non-responsive and shall be disqualified from further evaluation.

13.4. Phase 4: Price and Preference Points

The applicable preference point system for this tender is an 80/20 preference point system where 80 points will be allocated for price, and 20 points will be allocated for specific goals as follows:

- (a) Points for this tender shall be awarded for:
 - (i) Price; and
 - (ii) Preference points for specific goals.

Preference point system	
Price	80
Specific Goals	20
• Historical Disadvantaged People (HDP) - Black Owned Enterprises	10
• Historical Disadvantaged People (HDP) – Women Owned Enterprises	10
Total	100

It is mandatory for tenderers to complete SBD 6.1 to claim the points for specific goals, failure to complete the SBD 6.1 shall be interpreted to mean that the points for specific goals are not claimed.

It is compulsory for bidders to substantiate that they meet the above specific goals requirements by submitting the following evidence:

- (i) Copy of Enterprise Registration Certificate (CIPC).
- (ii) Valid B-BBEE certificate or sworn-affidavit confirming percentage of Black & Women Ownership.
 - B-BBEE certificate indicating the B-BBEE status level of contributor. The B-BBEE certificate must be issued by a SANAS accredited verification agency; or
 - A duly completed sworn affidavit signed by the deponent and commissioned by the authorised commissioner of oaths.
 - The sworn affidavit must indicate the date, month, and year on which the annual total revenue is based on and the level of black ownership that is claimed; or
 - A sworn affidavit on an accredited template issued by the DTI/CIPC for both EME and QSE.
 - If the B-BBEE / Sworn Affidavit indicates the financial year which is outside the annual total review period, the entity must submit the latest audited Annual Financial Statements or Management Accounts in disposing to the Sworn Affidavit or B-BBEE used to bid.
 - A trust, consortium, or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level certificate.
- (iii) In case of a sole proprietorship, an Identity Document and Valid B-BBEE certificate or sworn-affidavit must be submitted to claim specific goals points.

13.4.1. Preference Requirements

- (a) The bidder must complete in full all the PREFERENCE requirements.
- (b) Allocation of points per requirement: The points allocation of bidders' responses to the requirements will be determined by the completeness, relevance, and accuracy of substantiating evidence.
- (c) Points will be allocated for each PREFERENCE requirement as per the criteria set in each section in the table above.
- (d) The Department reserves the right to verify information/evidence provided by the Bidder.