



Province of the
EASTERN CAPE
HEALTH

1-42 pages

PART A
INVITATION TO BID

SBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)

BID NUMBER:	SCMU3-20/21-0157-NMM	CLOSING DATE:	2020/11/09	CLOSING TIME:	11H00
BID BRIEFING:	Nelson Mandela Bay Health District - Conyngham road, Parson Hill, Port Elizabeth	BID BRIEFING DATE	No Briefing	BRIEFING TIME:	n/a
DESCRIPTION	PROVISION OF ELECTRONIC SECURITY SOLUTIONS FOR NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES, HOSPITALS, COMMUNITY HEALTH CENTRES, PRIMARY HEALTH CARE CLINICS, FORENSIC PATHOLOGY SERVICES, EMERGENCY SERVICES, LILITHA NURSING COLLEGE PE CAMPUS FOR A PERIOD OF 36 MONTHS				

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

Nelson Mandela Bay Health District

Conyngham Road, Parson Hill

Port Elizabeth

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

CONTACT PERSON	Mrs. S. Calitz
TELEPHONE NUMBER	041 391 8179
FACSIMILE NUMBER	041 391 8127
E-MAIL ADDRESS	susanna.calitz@echealth.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
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> N		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> 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, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, 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 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:.....

1. TABLE OF CONTENTS

Invitation to Bid (SBD 1)

Part 1 – Conditions of Bid

Part 2 – Conditions of Contract and Operational Requirements

Part 3 - Bid Forms and related documentation

<u>Schedule A-</u>	General conditions of Contract
<u>Schedule B-</u>	Declaration of Interest (SBD 4)
<u>Schedule C (i) -</u>	Declaration of Bidder's Past SCM Practices (SBD8)
<u>Schedule C (ii) -</u>	Certificate of Bid Determination (SBD9)
<u>Schedule D-</u>	Qualifications and experience
<u>Schedule E-</u>	Organization type
<u>Schedule F-</u>	Organizational Structure
<u>Schedule G-</u>	Details of Bidder's nearest office
<u>Schedule H-</u>	Financial Particulars
<u>Schedule I-</u>	Preference Points Claim Forms (SBD 6.1)
<u>Schedule J-</u>	Part 2 Consent Form

Part 4 – Bid Strategy and Specifications

Part 5 – SBD 3.1

<u>Schedule A-</u>	Electronic Security Solutions
<u>Schedule B-</u>	Physical Guards (warm bodies)

Part 6 – Guard Placements at Institutions

2. DEFINITIONS

The rules of interpretation and defined terms contained in the General Conditions of Contract (GCC) shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

ECDoH	means the Eastern Cape Department of Health acting for and on behalf of the Eastern Cape Provincial Government;
Invitation to bid	means this invitation to bid comprising <ul style="list-style-type: none">○ The cover page and the table of content and definitions○ Part 1 which details the Conditions of Bid;○ Part 2 which details the Conditions of Contract and Operational Requirements;○ Part 3 which details the bid strategy○ Part 4 which details the Specification relating to the Technology / Services○ Part 5 which contains all the requisite bid forms and certificates; As read with GCC– <i>General Conditions of Contract</i>
Goods	means the requirements defined on the cover page of this invitation to bid and described in detail in the Specifications;
Specifications	means the specifications contained in Part 4 of this invitation to bid;

PART 1
Conditions of Bid

1. BACKGROUND AND INTRODUCTORY PROVISIONS

The Department intends to engage suitably qualified suppliers for **PROVISION OF ELECTRONIC SECURITY SOLUTIONS FOR NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES, HOSPITALS, COMMUNITY HEALTH CENTRES, PRIMARY HEALTH CARE CLINICS, FORENSIC PATHOLOGY SERVICES, EMERGENCY SERVICES, LILITHA NURSING COLLEGE PE CAMPUS FOR A PERIOD OF 36 MONTHS**

2. OFFER AND SPECIAL CONDITIONS

2.1 Without detracting from the generality of clause 2.2 below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) and requisite bid forms attached as Part 5) with their bids.

2.2 **All bids submitted in response to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.**

2.3 In the event that any form or certificate provided in Part 5 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.

3. CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS

3.1 The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

3.2 All bids must be submitted in a sealed envelope bearing the bid number, bid description and closing date.

3.4 All bids must be received before the closing time and date stipulated above and must be posted to or deposited in the bid box at the address detailed on the cover page of this invitation to bid.

4. ENQUIRIES

Should any bidder have any enquiries relating to this invitation to bid, such enquiries may only be addressed to the person/s detailed on the cover page to this invitation to bid at the number/s stipulated.

5. BID BRIEFING:

5.1 It is advised that all questions be done per email to the following group for response and record purposes.
SCM Bid process & documents - Ms. Calitz – susanna.calitz@echealth.gov.za

6. PRICING

6.1 The bidder must submit details regarding the bid price for Goods/Services on the Pricing Schedule form/s attached as Part 5 – Schedule B which completed form/s must be submitted together with the bid documents.

6.2 Pricing must be stipulated INCLUSIVE OF VALUE ADDED TAX

6.3 It is an express requirement of this invitation to bid that the bidders provide some transparency in respect to their pricing approach. In this regard, bidders must indicate the basis on which they have calculated their pricing by completing all aspects of the Pricing Schedule form Part 5 – Schedule B.

7. DECLARATION OF INTEREST

The bidder should submit a duly signed declaration of interest (SBD 4) together with the bid. The declaration of interest is attached as Part 5 – Schedule C.

8. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

The bidder must complete the declaration(SBD8) and sign accordingly to submit with the bid. The declaration of bidder's past supply chain management practices is attached as Part 5 – Schedule D (i)

9. CERTIFICATE OF BID DETERMINATION

Bidders must complete the declaration (SBD9) and sign accordingly to sub with the bid the Declaration of Bid Determination attached as Part 5 – Schedule D (ii).

10. QUALIFICATIONS OF BIDDERS

Bidders must submit detailed information that is reference letter(s) together with their bid of their experience in the relevant trade together with present contracts (**description of contract, contract period, contact person and telephone numbers**). These details should be submitted together with the bid on the form attached as Part 5 – Schedule E.

11. PARTNERSHIPS AND LEGAL ENTITIES

In the case of the bidder being a partnership, close corporation or a company all certificates (CK documents) reflecting the names, identity numbers and address of the partners, members or directors (as the case may be) must be submitted with the bid. These details should be submitted on the form attached as Part 5 – Schedule F

12. CONSORTIUM/JOINT VENTURE

12.1 It is recognized that bidders may wish to form consortia to provide the Services.

12.2 A bid in response to this invitation to bid by a consortium shall comply with the following requirements:-

12.2.1 It shall be signed so as to be legally binding on all consortium members and must clearly stipulate the terms and conditions;

12.2.2 One of the members shall be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members;

12.2.3 The lead member shall be the only authorized party to make legal statements, communicate with the Eastern Cape Department of Health (ECDoH) and receive instructions for and on behalf of any and all the members of the consortium;

12.2.4 **A copy of the agreement entered into by the consortium members shall be submitted with the bid.** Otherwise, the bid will be disqualified.

13. ORGANISATIONAL PRINCIPLES

The bidder should submit a clear indication of the envisaged authorized organizational principles, procedures and functions for an effective delivery of the required Service at the relevant Institutions with the bid. These details should be submitted on the form attached as Part 5 – Schedule G

14. DETAILS OF THE PROSPECTIVE BIDDERS NEAREST OFFICE TO THE LOCATION OF THE CONTRACT

The bidder should provide full details regarding the bidders nearest office to the Institutions at which the Services are to be provided (see Part 4 of this invitation to bid). These details should be provided on the form attached as Part 5 – Schedule H which completed form, must be submitted together with the bid.

15. FINANCIAL PARTICULARS

Bidder must provide full details regarding its financial particulars and standing, which particulars (three months bank statement) should be submitted together with the bid on the form attached as Part 5- Schedule I. If no such details are submitted it would be assumed that the bidder is not in good standing with his/her financial institutions and his/her bid may be regarded as non-responsive.

16. PREFERENCE POINTS CLAIM FORMS

Part 5 – Schedule J contains the Preference Points Claim Forms in terms of Preferential Procurement Regulations to be completed and signed by the bidder to the extent applicable and returned with this bid.

17. VALIDITY

Bid documentation submitted by the bidder will be valid and open for acceptance for a period of **120 (one hundred and twenty)** calendar days from the closing date and time stipulated on the front cover of this invitation to bid.

18. ACCEPTANCE OF BIDS

The ECDoH does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the State even if it implies a waiver by the State, the ECDoH, of certain requirements which the ECDoH, considers to be of minor importance and not complied with by the bidder.

19. NO RIGHTS OR CLAIMS

19.1 Receipt of the invitation to bid does not confer any right on any party in respect of the Services or in respect of or against the State, the ECDoH. The ECDoH reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party. Accordingly, parties have no rights, expressed or implied, with respect to any of the Services as a result of their participation in the bid process.

19.2 Neither the State, the ECDoH, nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and incurred by bidders in connection with or arising out of the bid process.

20. NON DISCLOSURE, CONFIDENTIALITY AND SECURITY

20.1 The invitation to bid and its contents are made available on condition that they are used in connection with the bid process set out in the invitation to bid and for no other purpose. All information pertaining to this invitation to bid and its contents shall be regarded as restricted and divulged on a "need to know" bases with the approval of the ECDoH.

- 20.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.

21. ACCURACY OF INFORMATION

- 21.1 The information contained in the invitation to bid has been prepared in good faith. Neither the State, the Eastern Cape Provincial Government, the ECDoH nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid,

or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.

- 21.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

22. COMPETITION

- 22.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.
- 22.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 22.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting response.
- 22.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.

23. RESERVATION OF RIGHTS

- 23.1 Without limitation to any other rights of the ECDoH (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to:-
- 23.2 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 23.3 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 23.4 Reject all responses submitted by bidders and to embark on a new bid process.
- 23.5 Award the bid to more than one bidder.

24. EVALUATION CRITERIA

The bid will be evaluated as follows:

- Stage 1a: Pre-Qualifying Administrative Compliance (requires documents to be attached to proceed to next stage of evaluation)
- Stage 2: Functionality (requires documents to be attached for scoring functionality points)
- Stage 3: In Loco Inspection

- Stage 4: Price and B-BBEE Points

The stages are further detailed below:-

25. Stage 1: Administrative Compliance - Pre-qualification evaluation

- 25.1 ECDOH has defined minimum pre-qualification criteria that must be met by the Bidder in order for ECDOH to accept a bid for evaluation. In this regard a pre-qualification verification will be carried out by ECDOH in order to determine whether a bid complies in this regard.
- 25.2 Where the Bidder's bid fails to comply fully with any of the pre-qualification criteria, or ECDOH is for any reason unable to verify whether the pre-qualification criteria are fully complied with, ECDOH will have the right to either:
- 25.3 Reject the Bid in question and not to evaluate it at all;
- 25.4 Give the Bidder an opportunity to submit and/or supplement the information and/or documentation provided by it under its Bid so as to achieve full compliance with the pre-qualification criteria, provided that such information and/or documentation can be provided within a period of 7 (seven) days, or such alternative period as ECDOH may determine, of it being requested by ECDOH and is administrative in nature, as opposed to forming a material part of the Bidder's Bid;
- 25.5 In any event permit the bid to be evaluated, subject to the outstanding information and/or documentation being submitted prior to the award of the Bid.

26. Section 1 : The following Administration Compliance:

26.1 Pre-qualification criteria shall apply: To all bid applications and sections

- 26.1.a The bid documentation must be completed comprehensively and correctly in original black ink.
- 26.1.b Declaration forms (SBD 4, 6.1., 8, 9) must be completed and signed.
- 26.1.c All Schedules must be completed and signed(schedules A-J)
- 26.1.d Bidders must be a legal entity or partnership (consortia/joint ventures are acceptable subject to Paragraph 11 of Part 1 of the Bid Document).
- 26.1.e Bidders must have provided supporting documentation as per the bid requirements, see table below.
- 26.1.f Bidders must be registered on the Central Supplier's data Base and must submit proof of registration that will be confirmed by Department of Health
- 26.1.g Previous performance of bidder will be considered in the evaluations of the bid.
- 26.1.h The Department will require verifying registration status of the entity with PSIRA, in that regard the bidders must give Consent to the Department to request information as per the attached annexure Schedule J – Part 2 Consent Form

Prospective bidders are required to submit the following documentation for qualify for further evaluation

#	Administrative Compliance Requirements Stage 1 Section 26.1.a-h : Administration Compliance to All Bid Applications	Complied	
		YES	NO
	Section 26.1.a-h : Administration Compliance to All Bid Applications		
A	Invitation to Bid (SBD1) completed and signed		
B	Pricing Schedule (SBD 3.2 – Non Firm Prices) on all section or per section of interest		
C	Declaration of Interest (SBD 4)		
D	Preferential Points Claim (SBD6.1)		
E	Declaration of Past SCM Practices (SBD 8)		
F	Certificate of Independent Bid Determination (SBD 9)		
G	Briefing Session not permitted BUT any questions can be done via email to indicated officials see SBD1 for details		
H	Complete, Tick and Sign Consent Form Schedule J. Permission/Consent to verify company information with Psira and other regulating authorities		
I	JV agreement (if applicable)		
	Company registered on CSD, please ensure company registration number is recorder on the SBD1 (no Proof of registration required)		

26.2. Section 2 : The following Electronic Security Solutions: Compliance: Pre-qualification criteria shall apply: (Installations & Monitoring of Alarm Systems & Armed Response, CCTV Monitoring & Intruder Detection Systems)

- 26.2.a **ICASA** - Independent Communications Authority of South Africa Registration – Provide proof of license registration
- 26.2.b Fully Equipped and fledged Control Room for Electronic Security Solution Monitoring and Providing Armed Response (armed response & CCTV monitoring abilities and functionality). – Provide proof of control room location and pictures of equipment currently in use to monitor triggered Alarms and Intruder Detection Notification Systems. Please also give location of the control room.(lease agreement etc.)
- 26.2.c Response Vehicles - Provide proof of ownership or Lease agreement and pictures of at least 3 vehicles and more per sub district. Vehicles must have company branding on the vehicles for identification purposes. Service Provider must at least have more than one(1) vehicle per sub district as the service provider must be able to respond to various alarm triggers within the NMM at one time if response is required(vehicle registration and pictures)
- 26.2.d Availability of list of specified Uniforms required by armed response guards as specified. (This will include PPE personal protective uniforms as per COVID-19 legislation)The bid document must be accompanied by an Affidavit on stock and letter of agreement from the Uniform manufacturer/distributor/supplier for the supply of full uniform as specified indicating delivery time frame of uniform must be submitted with the bid.
- 26.2.e Availability of list of equipment as specified in the equipment list. (This will include PPE personal protective equipment as per COVID-19 legislation) The bid document must be accompanied by an Affidavit on stock and letter of agreement from the Equipment manufacturer/distributor/supplier for the supply of equipment as specified indicating delivery time frame of equipment must be submitted with the bid
- 26.2.f A bidder must submit a Valid Certified Copy of the Company's **PSIRA** (Private Security Industry Regulatory Authority) registration certificate. **(Certification must not be older than 180 days)**
- 26.2.g A bidder must submit a Valid Certified Copy of the Directors Registration. **(Certification must not be older than 180 days)**
- 26.2.h A bidder must submit a valid **letter of Good Standing** issued by PSIRA

- 26.2.i Bidder must submit proof of Financial Stability in accordance with Schedule I(proof – recent signed audited financial statements, good Standing letter form registered financial institution)
- 26.2.j A bidder must submit, from the Department of Labour, a valid **COIDA** certificate. (Compensation of Occupational Injury and Diseases act)
- 26.2.k A bidder must submit, from the Department of Labour, a valid certificate of compliance for UIF (Unemployment Insurance Fund).
- 26.2.l The successful bidder will be held responsible for any damage or loss suffered by the Department as result of the bidders Security Officer's negligence or willful action in the ordinary execution of their duty. The company must submit an existing Public Liability Policy contract or a letter of intent of taking out insurance from the Insurance Company or Broker, and must be submitted as part of the returnable. Before resuming with the work the company must submit the insurance policy contract for this service.

Prospective bidders are required to submit the following documentation for qualify for further evaluation

Pre-Qualification Compliance Requirements Stage 2			
	Section 26.2.a-l : Compliance requirements to All Bid Applications	YES	NO
A	PSIRA Directors Registration - Provide copies of certificates not older than 180 days		
B	PSIRA Company Registration - Provide copies of certificate not older than 180 days		
C	PSIRA Good Standing & Registration - Provide proof		
D	ICASA - Independent Communications Authority of South Africa Registration – Provide proof		
E	Response Vehicles - Provide proof of ownership or lease agreement and photo's of at least three vehicles		
F	Control Room – Provide proof of property ownership / Lease agreement of a fully functional and operational Electronic security system control room. Bidder may include photo's		
G	COIDA Good Standing & Registration - Provide proof		
H	UIF Registration – Provide Proof		
I	Liability Insurance Policy – Provide Copy of Insurance or Letter of Intent		
J	Financial Stability in submitting: a-Recent/Current Audited Financial Statements (dated & signed) or b-Good Standing Letter from a Registered Financial Institution indicating a positive rating		
K	100% Equipment – Provide proof that Uniforms will be available within 2 weeks of award date (see item26.2.e for more information) Bidder may also include photo's of equipment etc.		
L	100% Uniforms – Provide proof that Uniforms will be available within 2 weeks of award date (see item26.2.d for more information). Bidder may include photo's of clothed guards This will include PPE protective clothing and equipment as per COVID-19 requirements		

**NB: FAILURE TO COMPLY WITH THE ABOVE MANDATORY REQUIREMENTS
WILL INVALIDATE THE BID**

27. Stage 2: Functionality Evaluation

- 27.1 All points scored by qualifying bidders will not be taken into consideration for price evaluation. The following evaluation Functionality Scoring Matrix is applicable. Prospective bidders are required to obtain a minimum threshold points to proceed to the next stage of price evaluation. Any bidder(s) who do not meet the required threshold will be disqualified and not considered any further.

27.2 FUNCTIONALITY EVALUATION SCORING on Electronic Security Solution Services (Intruder Detection: Alarms, Surveillance Cameras, Beams)

Bidder must obtain a minimum threshold of 25 points out 50 points to proceed to the next stage. A bidder who scores less than 25 points will not be considered further.

ITEM	CRITERIA	SUB-CRITERIA	Requirements to be attached to bid document	
	Functionality Requirement	Score	Documentary Evidence	Weight
1	Experience	Below -3 years = 2 4 – 5 years = 5 6 – 7 years=10 8 – 9 years=15 10 plus years=20	Client reference letters clearly indicating duration of the contract and performance of the bidder. Provide (as per table below) <ul style="list-style-type: none"> ▪ Details of experience ▪ Client ▪ Contact Person ▪ Contact Number ▪ Contract Duration/dates ▪ Value 	20
2	LOCAL ECONOMIC DEVELOPMENT (LED) Control Room Site/Office Location	Within Nelson Mandela Metro Municipality =20 points Within Eastern Cape Province = 15 Outside = 10 points	Municipal account (an affidavit which includes a confirmation from the Local Councilor) and or Lease agreement	20
3	Human Resources : Armed Response / Technical Support Team / Control Room Operators	<u>Equipment Installations</u> Qualified Electronic Security System Technician = 5 points <u>Armed Response</u> Data Base Register of Armed Response team and control room operators = 5 points None of the above =0	Certificate of a minimum of 1 Technical Support and Installation Personnel Supply Data Base Register Indicating available Armed response personnel.	10
TOTAL	NOTE: A bidder that scores less than 25 points out of 50 points with respect to functionality will be regarded as submitting a non-responsive bid and will be disqualified.			50

28. Stage 3: In Loco Inspection

- 28.1. The department reserves the right to physically verify contents that are contained in the Evaluation Process
- 28.2 A visit to the Office & Control Room(s) of the Bidder. If tender is awarded arrangements should be made to have control room for the monitoring and responding to Electronic Security Solution Services.
- An inspection of a list of current active staff
- An inspection of your Payroll, UIF, PAYE.
- An inspection of random payslips to confirm prescribed minimum gazette rates as per sectoral determination 6 issued by the Minister of Labour for payment of security guards
- An inspection/check of the liability insurance to cover theft or damages to assets of the Department as well as Public Liability Insurance

An inspection of the control Room set up of the bidder with particular reference to the following;

- Must ensure that the control room operator is able to perform uninterrupted communication with the response team.
- Alarm systems must be linked to a 24- hour operational control room for immediate armed response vehicle dispatched
- CCTV monitoring from a 24 hour control room for all contracted sites(list attached to this document)
- Availability of Response vehicles registered in the company's name
- Infrastructure guidelines as per requirements indicated in Part 4 of Bid Strategy and Specifications, Item 6 : Control Room

29. Stage 3: Price and Preference Evaluation

- 29.1. Responsive bids which comply to the 1st stage functionality evaluation will be evaluated on the 80/20-preference point system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and Regulation 6 of the Procurement Regulations. The 80 points will be allocated for price and 20 points for attaining the B-BBEE status level contributor.

The bid will be evaluated in terms of the 80/20-point system as stipulated in the Preferential Procurement Regulations, 2017. 80 points will be allocated for price and 20 points for attaining the B-BBEE status level of contributor.

In terms of Regulation 6 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Act (Act 5 of 2000), responsive bids will be adjudicated by the department on the 80/20- preference points system in terms of which points are awarded to bidders on the basis of:

- The bid price (maximum 80 points)
- B-BBEE status level of contributor (maximum 12 points)

The following formula will be used to calculate the points for price:

$$Ps = 80(1 - \frac{P - P_{min}}{P_{min}})$$

P min

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

A maximum of 20 points may be allocated to bidders for attaining their B-BBEE status level of contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

N.B: Bidders are required to submit, together with their bids, original and valid B-BBEE status level verification certificates or certified copies or sworn affidavit in case of EMEs and QSEs to substantiate their B-BBEE rating claims

29.2 A bid will not be disqualified from the bidding process if the bidder does not submit a certificate substantiating the B-BBEE status level of contribution or is a non- Compliant contributor. Such a bidders will score 0 out of maximum of 20 points for B-BBEE.

29.3 Bidders are required to complete the preference claim form (SBD 6.1), and submit their original and valid B-BBEE status level verification certificate or a certified copy thereof sworn affidavit in case of EMEs and QSEs at the closing date and time of the bid in order to claim the B-BBEE status level points.

29.4 The points scored by a bidder in respect of the level of B-BBEE contribution will be added to the points scored for price.

29.5 Only bidders who have completed and signed the declaration part of the preference claim form and who have submitted a B-BBEE status level certificate issued a **SANAS** accredited verification agency or sworn affidavit in case of EMEs or QSEs will be considered for preference points.

- 29.6 The department may, before a bid is adjudicated or at any time, require a bidder to substantiate claims it has made with regards to preference.
- 29.7 The total points scored will be rounded off to the nearest 2 decimals.
- 29.8 In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of preference points for B-BBEE.
- 29.9 However, when functionality is part of evaluation process and two or more bidders have scored equal points including equal preference points for B-BBEE, the contract will be awarded to the bidder scoring the highest functionality.
- 29.10 Should two or more bids equal in all respects, the award shall be decided by drawing of lots.
- 29.11 A contract may, on reasonable and justifiable grounds, be awarded to a bid that did not score the highest number of points.

PART 2

Conditions of Contract and Operational Requirements

1. CONTRACT

The contract for the supply of the required Service in terms of this invitation to bid shall come into being on the date of issue of the letter of acceptance of the bidders bid by the Eastern Cape Department of Health (ECDoH) and shall continue in force for a period of 36 months. The bidder is further obliged for the future support while the contract is in force.

1.1 This contract is for a period of 36 months for all the health facilities within Nelson Mandela Bay Health District divided into Sub Districts A, B, C

1.2 The Contract is on a rate based pricing structure. Health facilities will order according to individual requirements and available budget per facility/hospital

1.3 Pricing is per unit. No quantities are reflected as the health facility will be procuring goods and services in accordance to the electronic solution pricing schedule and the approved or agreed and approved security analysis done by the appointed service provider, facility manager per individual facility needs

1.4 Awarding Process: To ensure quality uninterrupted services delivery the adjudication will be according to the best security solution to the Department of Health:

a. Contract to be awarded to the highest scoring bidder for the entire contract

1.5 The Department also reserves the right to appoint more than one service provider to ensure service delivery and quality service delivery to the Department of Health: Nelson Mandela Bay Health District

1.6 It could also be to the discretion of the Department of Health Adjudication Committee to appoint a reserved bidder to ensure service delivery

2. FEES, CHARGES AND PAYMENTS:

2.1 Unit pricing will be excluding VAT and in line with PSIRA prescribed rates.

2.2 Payment of any consideration in terms of the contract shall not constitute acceptance of any defective or non-conforming Services or otherwise relieve contractor of any of its obligations under the contract.

2.3 To the extent that the ECDoH disputes the correctness, nature, extent or calculation of any fees or expenses payable to contractor in terms of the contract, ECDoH shall be entitled to withhold payment of such disputed amounts until such time as such dispute is resolved.

3. BRAND NAME & PRODUCT

3.1 Bidders must state the **brand name** offered on the pricing schedule for all equipment etc. where applicable (SBD 3.2). This will be the only acceptable product to be supplied by the awarded service provider

3.2 The electronic products specifications listed was done in line with products available in 2018/2019. Suppliers are requested to source and install products that relates to the required specified product BUT must be the latest product(s) available on the market in accordance with the specifications supplied. No product with product specifications and production dates within older than 2 years from the date of the tender document will be accepted

4. GENERAL RESPONSIBILITIES OF THE CONTRACTOR

- 4.1 The ECDoH's operational requirements.** The contractor shall, in the provision of the required service, have due regard to the operational requirements of the ECDoH and other parties occupying or operating from the relevant institution, and shall not do, or permit to be done, anything which may negatively impact on such parties' operational requirements.
- 4.2 Problem identification and reporting.** The contractor shall be proactive in reporting any matters which it may become aware of which may impact on the business continuity or operations of the ECDoH at the relevant institution, clinic and office. Without detracting from the generality of this statement, contractor shall:-
- 4.3 Other Service Providers.** The contractor acknowledges that it may be required to provide the Services in conjunction with third party service providers and shall, where requested by the ECDoH, co-operate fully with such persons.
- 4.4 Regulations and statutes.** The contractor shall, in the provision of the Services observe and comply with all relevant provisions of all applicable legislation and regulations.
- 4.5 Compliance with procedures.**
It is recorded that during the currency of the contract the ECDoH may implement procedures and policies at the relevant Institution. The contractor shall comply fully with any such reasonable procedures and policies, including the permit to work procedures and health and safety procedures.
- 4.6** The contractor shall ensure that it and its personnel shall at all times comply fully with any safety, fire, emergency and security procedures and policies applicable at the relevant Institution.
- 4.7** Should the ECDoH at any time believe that any member of contractor's personnel is failing to comply with any such procedures or policies, the ECDoH shall be entitled to deny such personnel member access to the relevant premises and require contractor to replace such person without delay.
- 4.8 Contractor's procedures** The contractor shall, upon receipt of written request from the ECDoH or its appointed Technical Support Manager at **the relevant Institution**

Provide the ECDoH with copies of all contractor's operating procedures and processes relating to the Services;
- 4.9 Provision of Security Services in accordance with the PSIRA Act and Code of Conduct for Security Services provider.** The contractor shall ensure that the Services are provided in accordance to the PSIRA Act and Code of Conduct.
- 4.10 Service reports:** The contractor shall, upon written request from the DOH or its appointed Hospital Manager, provide the DOH with such reports relating to the Service as may be stipulated in the Specifications, or as may be reasonably required by the DOH or its appointed Hospital Manager to determine whether contractor is providing the Services in accordance with the terms and conditions of the contract.
- 4.11 Provision of Electric Fences:** The contractor shall, ensure the he/she complies with the department of Labour Compliance requirements in respect of electrical installations and Certificate of Compliance to be issued with each installation. The contractor required to comply with SANS Compliance Standard SANS10142.

5. HAZARDOUS MATERIALS

The contractor will be held liable for any expenses that may be incurred by the ECDOH as a result of damage to property and injury to personnel as a result of poor quality products.

6. FIRE RISKS

The contractor shall ensure that its personnel shall, if at any time they believe that any matter constitutes a fire risk, report this immediately to the ECDoH/Institution and take such remedial action as may be necessary.

7. ENERGY MANAGEMENT

The contractor shall comply fully with the energy management strategy implemented at the relevant Institution from time to time and shall provide the Services in an energy efficient manner.

8. OCCUPATIONAL HEALTH AND SAFETY

In this clause the term "Act" shall mean the Occupational Health & Safety Act, No. 85 of 1993, as amended from time to time, (including any act which may take its place should it be repealed during the currency of the agreement between the parties) as read with all regulations and standards promulgated in terms of the former Machinery and Occupational Act, No 6 of 1983, as amended, and all regulations & standards promulgated in terms of the Occupational Health & Safety Act from time to time;

The contractor :-

- ❖ acknowledges that he is fully aware of the terms and conditions of the Act;
- ❖ acknowledges that he is an employer in its own right with duties and responsibilities as prescribed in the Act;
- ❖ agrees to comply with all rules and regulations implemented by or on behalf of the ECDoH at the relevant Institution in covering letter relating to health and safety and will inform the ECDoH immediately should contractor for any reason be unable to comply with the provisions of the Act and such rules and regulations.
- ❖ Compliance with PSIRA Regulations and Code of Conduct

9. SERVICE LEVEL AGREEMENT

It is recorded that the ECDoH and the service provider may from time to time agree in writing to additional quality requirements (whether engaged in a service contract or when repair is required out of guarantee without the maintenance contract option) and standards relating to the maintenance together with performance measurement provisions, which quality requirements, performance measurement provisions shall be reduced to writing in a service level agreement if required and signed by both parties.

10. PERFORMANCE MEASUREMENT PROVISIONS

10.1 Introduction.

Contractor shall provide the Services during the term of the contract in compliance with the quality and related standards stipulated in the Specifications, Bid Conditions and the service level agreement (if any) contemplated in clause 11 above.

The provisions of Clause 10 document contains the manner in which contractor's performance will be measured throughout the term of the contract.

10.2 Compliance. For purposes of the contract the compliance by contractor with the stipulated responsibilities and service standards will be determined:-

- with reference to reports provided by contractor;
- with reference to reports or complaints received from third parties;
- by means of user satisfaction surveys conducted by ECDoH
- by means of service reviews, inspections or any audit carried out by or on behalf of the ECDoH

10.3 Records. Contractor shall at all times keep full and accurate records of all Services provided in terms of the contract and shall retain such records for the currency of the contract. Upon termination of the contract such records must be provided to the ECDoH upon request.

10.4 Measurement of performance

- Periodic checks: ECDoH and/or its appointed Technical Support Manager shall carry out periodic checks (the intervals to be determined by ECDoH) the purpose of which shall be to determine whether contractor is providing the Services in accordance with the terms and conditions of the contract if accepted by ECDoH.
- Service complaints: All service complaints, deviations, non-conforming services and suggestions that are reported to contractor by ECDoH, its appointed facilities manager, or any other party shall be given proper and speedy consideration by contractor. The Contractor shall investigate complaints, deviations and non-conforming services in accordance with procedures approved by the ECDoH.
- User satisfaction survey: A user satisfaction survey shall be conducted by ECDoH at such intervals as ECDoH may determine to assess service user satisfaction. The user satisfaction survey shall be conducted in such form and in accordance with such procedures as the parties may agree to in writing from time to time.

10.5 Results of checks, audits and surveys: ECDoH shall be entitled to utilize the findings of the surveys, checks, audits and reports contemplated above to determine compliance by contractor with the service standards and responsibilities stipulated in the contract. It is recorded that the results of the above checks shall, save to the extent that contractor can prove otherwise be binding on contractor and ECDoH shall be entitled to exercise its remedies stipulated in the contract based on such findings.

11. PENALTY CLAUSES

The following penalty clauses will apply:-

NO	ITEM	PENALTY
1	No torch (also not in working order)	R20
2	No ID card	R50
3	No uniform (the uniform must be complete)	R100
4	No firearm / valid Firearm Authority Permit	R100
5	No pepper spray	R20
6	No handcuffs	R20
7	No two-way radio (radio must be 100% functional)	R100
8	Failure to respond to incidents reported	R500
9	Failure to discover incidents	R1000
10	Failure to respond within 15 minutes or less responding time	R200

12. BREACH AND TERMINATION

Bidders are referred to Paragraph 23 of General Conditions of Contract (GCC) relating to failure to comply with conditions of this contract.

13. PROJECT DELIVERABLES

- The supply and delivery dates and times will be agreed upon with the successful bidder.
- Delivery addresses will be provided to the suppliers
- If at any time during performance of the contract, the supplier or its Sub Service Provider(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).
- Non-compliance to delivery period will lead to cancellation of the contract.

First instance	Issue notice of breach
Second instance	Meeting and second notice of breach
Third instance	Cancellation of contract

14. LOSS AND DAMAGE

Contractor hereby indemnifies the State, and will hold the State harmless, against any loss or damages which the State may suffer, or any claims lodged against the State by any third party arising out of or relating to any loss that the State or such third party may suffer as a result of, or arising out of any act or omission of any personnel of contractor or the failure of contractor to provide the Services in accordance with the provisions of the contract.

15. SUB-CONTRACTORS

Contractor may only sub-contract its obligations under the contract with the prior written consent of the ECDoH (or any other authorized authority) and then only to a person and to the extent approved by the ECDoH or such authority and upon such terms and conditions as the ECDoH or such authority require. It is recorded that where such consent is given contractor shall remain liable to ECDoH for the performance of the Services.

All bidders to familiarize themselves with the General conditions of contract on <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/General%20Conditions%20of%20Contract.pdf>

Part 3 - Schedule A
Government Procurement General Conditions of Contract

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract (GCC) will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

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 market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

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

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

1.14 "GCC" means the General Conditions of Contract.

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

1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts materials which have been or are still to be imported (whether by the supplier or his sub Service Providers) 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 those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

1.25 "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; information and 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:

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

(b) *A cashier's or certified cheque*

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

21.6 Without the application of penalties.

21.7 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling 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 23.

23. Termination for default

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

- (a) If the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) If the Supplier fails to perform any other obligation(s) under the contract; or
- (c) If the supplier, in the 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.

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 favorable difference shall on demand be paid forthwith by the Service Provider to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the Service Provider 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 hereafter 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.

28.1 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.

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

<http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/General%20Conditions%20of%20Contract.pdf>

Part 3 – Schedule B
Declaration of Interest

SBD 4

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a Bid or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

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

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder², member):

2.4

2.5 Registration number of company, enterprise, close corporation, partnership agreement or trust:

.....

2.6 Tax Reference Number:

2.7 VAT Registration Number:

2.8 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below:

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

.....
Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attach proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:

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

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

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

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.

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

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES/NO

2.10.1 If so, furnish particulars.

.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES/NO

2.11.1 If so, furnish particulars:

.....

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

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number/ Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
 I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
 Signature

.....
 Date

.....
 Position

.....
 Name of bidder

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors 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)? To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME).....

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

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Part 3 – Schedule C (ii)
CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Standard Bidding Document (SBD) must form part of all bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
4. This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and Bids.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Part 3 – Schedule D

Qualifications and Experience

1. Details of the extent of the bidders activities and business, e.g. branches etc.:

2. A list of existing /previous contracts relating to services which are similar to the Services: Also see Project Reference returnable attachment on next page53

Description of Contract	Start Date	End date

3. The number of years that the bidder has been in the business of providing services which are materially the same as the Services:

4. The name of the person who shall manage the Services:

5. Detail such person's qualifications and experience below :

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of:

1.

2.

PROJECT REFERENCE FORM

Note: This returnable document must be completed by the referee to whom services of similar nature, scope, complexity and value was completed successfully by the bidder.

I,(name and surname)

.....(company name)

Declare that I was the recipient (client) of the following Electronic Security Solutions/ Services successfully executed (armed response, installations & monitoring of CCTV Intruder detection equipment)

by(name of bidder)

Contract Description:

:

Location of Contract:

Contract period: Completion date:

Contract Value:

A. Please score the performance of the Bidder on the abovementioned project, by inserting "Yes" in the relevant box below:

	Very poor	Poor	Fair	Good	Excellent
Experience					
Quality and Performance					
Personnel					
Delivery schedule compliance					

B. Would you consider/recommend working with this bidder

Yes	No

C. Any other comments:

.....

D. Cell No. E. Office No.:

F. Fax No.

G. E-mail:

This signed at on thisday of20....

*Note to Bidder: Referee (Client) will be contacted to verify the above if the Referee is not contactable NO POINT WILL BE AWARDED.

Please make OWN copies for references

Part 3 – Schedule E

Organization Type

PARTNERSHIP/CLOSED CORPORATION/COMPANY
(delete which is not applicable)

The bidder comprises of the following partners/members/directors :

1. NAME _____
ADDRESS : _____
ID NUMBER: _____
2. NAME : _____
ADDRESS : _____
ID NUMBER: _____
3. NAME : _____
ADDRESS : _____
ID NUMBER: _____
4. NAME : _____
ADDRESS : _____
ID NUMBER: _____
5. NAME : _____
ADDRESS : _____
ID NUMBER: _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.
2.

Part 3 – Schedule F

Organizational structure

1. Provide full details of the organizational structure which will be utilized in the provision of the Services (including where appropriate an organogram)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SIGNATURE OF (ON BEHALF OF) BIDDER

NAME IN CAPITALS

In the presence of :

1. _____
2. _____

Part 3 – Schedule G
Details of Supplier's Nearest Office

1. Physical address of supplier's office

1. Physical address of supplier's control

2. Telephone No of office: _____

3. Time period for which such office has been used by supplier: _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of:

1.

2.

**Part 3 – Schedule H
Financial Particulars**

This schedule must be completed by the bidder and submitted together with the bid. **Documentary proof confirming availability of financial resources to execute the contract from the bidder's financial institution in the form of a 3 months bank statement.** If this requirement is not complied with in full the bid may be considered invalid.

Nature of Service : _____

Name of bidder: _____

Bid Number: _____

	<p style="text-align: center;"><u>FINANCIAL POSITION OF BIDDER</u></p> <p>I/we hereby certify that I/we have the necessary financial capacity and resources to execute the above contract successfully for the bid amount. I / we hereby attach letter confirming availability of financial resources from the financial institution. I / we give the ECDOH permission to contact the financial institution below to confirm the information provided.</p> <p>In the absence of the above, a letter confirming that the bidder has applied for financial assistance from any financial institution and that the institution is willing to favourably consider such application in the event that the bidder is successful, will also satisfy the Department.</p>
NAME OF FINANCIAL INSTITUTION	
ADDRESS	
TEL.NO	
FAX NO	
CONTACT PERSON	

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

Part 3 – Schedule I

SBD 6.1

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"Functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 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

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{\min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: =(maximum of 10 or 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

7. SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE
(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:

8.2 VAT registration number:

8.3 Company registration number:

8.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE

ADDRESS

.....

.....

Part 3 - Schedule J
CONSENT FORM BY THE BIDDER

The bidder shall be bound by all SCM regulatory provision and amendment thereto whether expressly or impliedly in this document

The Head
Department of Health
Private Bag X0038
Bisho, 5605

Sir/Madam

Granting of authority to request information from any legal entity relevant to this bid

- 1) I/we acknowledge that the information herein contained shall constitute the basis on which my/our bid is to be considered. I/we grant approval that any source regarding this bid may be fully investigated and that all such information shall be of material importance and directly relevant to the consideration of our bid. I /we further grant my/our consent to such source to provide confidential information.
- 2) I/we warrant that all the information herein contained is to the best of my/our knowledge and belief true and correct in all material respects and I/we am /are not aware of any information which, should it become known to the Eastern Cape Department of Health, would affect the consideration of my/our bid in any way.
- 3) The Eastern Cape Department of Health wishes to inform you that all information regarding your personal matters is treated as strictly as confidential.

Please tick the appropriate box.

	I/We hereby consent to the above
--	----------------------------------

Signature

Date

OR

	I/We hereby withhold consent and fully understand the implications and ramifications of my/our decision and will not hold the Eastern Cape Department of Health responsible for not considering my/our tender
--	---

Signature

Date

Witness Signature

Part 4

BID STRATEGY AND SPECIFICATIONS

PROVISION OF ELECTRONIC SECURITY SOLUTIONS FOR NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES, HOSPITALS, COMMUNITY HEALTH CENTRES, PRIMARY HEALTH CARE CLINICS, FORENSIC PATHOLOGY SERVICES, EMERGENCY SERVICES, LILITHA NURSING COLLEGE PE CAMPUS FOR A PERIOD OF 36 MONTHS

The Eastern Cape Department of Health (ECDoH) has five institutions based in PROVISION OF ELECTRONIC SECURITY SOLUTIONS FOR NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES, HOSPITALS, COMMUNITY HEALTH CENTRES, PRIMARY HEALTH CARE CLINICS, FORENSIC PATHOLOGY SERVICES, EMERGENCY SERVICES, LILITHA NURSING COLLEGE PE CAMPUS FOR A PERIOD OF 36 MONTHS

- The Department reserves the right to award the contract to one or more individual company/supplier to ensure service delivery and protection of government assets.
Awarding Strategy : Awarded to one service provider
- No installations or any type of equipment and or services may be done without the proper authorization from the Department of Health District Manager NMBHD
- Installation of Electronic Security Solutions: The successful bidder will be requested to deliver the goods and Install goods ordered directly to where the goods are required.
- Armed response Services: The successful bidder will be required to deliver the service directly to where the service is required
- Order(s): Will be issued per institution in accordance with the available budget allocations
- The institutions/hospitals are as follows:
- Services Providers are required to submit a unit price on ALL items indicated/recorded on the SBD3.2

INSTITUTIONS

Uitenhage

Uitenhage Provincial Hospital	Channer Street, Levyvale, Uitenhage
Orsmond TB Hospital	No.1 John Dissel Drive, Allenridge, Uitenhage

Port Elizabeth

Empilweni TB Hospital	Off Mati Road, New Brighton, Port Elizabeth
Elizabeth Donkin Hospital	Forest Hill Drive, Forest Hill, Port Elizabeth
Jose Pearson TB Hospital	Mission Road, Greenbushes, Port Elizabeth
Nelson Mandela Bay Health District Facilities	66 Administrative and Primary Health Care Facilities Port Elizabeth Despatch Uitenhage
Emergency Services and Training Centre	Dora Nginza Hospital Premises, Spondo Road, Zwide, Port Elizabeth
Lilitha Nursing College	Park Drive, Central, Port Elizabeth Graaff-Reinet campus under Lilitha Nursing college Campus administration
Forensic Pathology Services	Northwood road, Central, Port Elizabeth Various Mortuaries under PE administration

SCOPE OF WORK

- The suppliers will be requested to deliver **Electronic Security Solution Service** ordered as per delivery schedule(s) and order issued.
- Delivery addresses will be provided to the suppliers.

DECLARATION OF THE BIDDERS ABILITY TO SUPPLY AND DELIVERY OF ELECTRONIC SECURITY SOLUTIONS

- We hereby declare that we, _____ (name of the bidder), have the capacity and capability to supply and deliver groceries in all categories tendered for.
- SIGNATURE OF BIDDER:

1. SCOPE OF WORK

- 1.1 Bidders are called for the provision of an integrated security solution in terms of the specifications for an innovative security solution, inclusive of Armed Response, Installation and Monitoring of Intruder Detection Systems and CCTV Surveillances etc. where required, monitoring of such in the tenderer's offsite control room, rapid response to alarm activations and providing an investigative support into all forms of illegal activities against the Eastern Cape Department of Health Assets and Infrastructure.
- 1.2 It must further provide a maintenance / repair of the Intruder detection systems support.
- 1.3 Only Private Security Industry Regulatory Authority Registered and reputable security system service providers, who are capable of rendering all of the functions as required in terms of the specifications included herein will be considered.
- 1.4 Service Providers must be able to cope with the demands of a multi-functional organization and multiple security systems and to respond as per the tender specifications and requirements and better.
- 1.5 The Eastern Cape Department of Health reserves the right to appoint more than one service provider.

2. BACKGROUND

- 2.1 The Eastern Cape Department of Health is responsible "to promote a safe and healthy environment" within its financial and administrative capacity. (Chapter 7 of the Constitution - Section 152).
- 2.2 The National Development Plan (NDP) 2030, under the chapter "Building Safer Communities" indicate that one of its key points is "an integrated approach to safety and security will require coordinated activity across a variety of departments, the private sector and community bodies, the latter to include revitalized community-safety centers".
- 2.3 Aligned to the Constitutional imperatives and NDP is the 2016 White Paper on Safety and Security, published in Government Gazette No 41082, dated 1 September 2017, which seeks to realize the vision espoused in the NDP that building safer communities is a collective responsibility of both the state and its citizens (extracted from the White Paper foreword).
- 2.4 The Eastern Cape Department of Health, in terms of the legal imperatives referred to, thus have an obligation to provide protection of Eastern Cape Department of Health assets, infrastructure, property and staff, a function which has been provided for through various means such as the installation of burglar alarm systems, monitoring of such and response in event of alarm activation. Such services may be required in as diverse localities such as high-rise buildings, construction sites, depots, strategic installations or temporary locations.
- 2.5 The provision of external security systems services is central to the Eastern Cape Department of Health achieving its Health Care Services objectives. An environment thus needs to be created whereby the Eastern Cape Department of Health could base its asset protection strategy on proven national standards and experiences. Sound business, security and legal principles should at all times be applied.

3. GLOSSARY OF TERMS

The following abbreviations and descriptive references appear in this specification:-

Reference	Explanation
Eastern Cape Department of Health Responsible Official (DOH)	An Eastern Cape Department of Health official responsible for the site, depot or equipment to be protected as the case may be under the tender
Eastern Cape Department of Health : Nelson Mandela Bay Health District Representative (DOH : NMBHD)	The head of the Directorate for the time being of the Eastern Cape Department of Health under whose control the site, depot or equipment resorts, or of his/her duly authorized representative and shall include the Institutional Head of Security Services
Standard Operating Procedures (SOP)	A set of instructions covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness. The procedure is applicable unless ordered otherwise.
PSIRA	Private Security Industry Regulatory Authority of which registration is required as a security service provider such as CCTV installer, CCTV management, monitoring (control room) and control room operators
SASSETA	Safety and Security Sector Education and Training Authority
SAIDSA Optional	South African Intruder Detection Services Association. An association of service providers of security systems, ranging from basic alarms to sophisticated electronic intruder detection systems and CCTV, and incorporating signal monitoring as well as the provision of armed reaction services. SAIDSA is regarded as the Watchdog of this segment of the industry and has the interests of both its members and the public at heart. It is the representative employer body for the industry in South Africa.
Control Room	PSIRA approved Control Room which acts as a nodal point for the viewing / monitoring of alarm / CCTV signals and dispatching of response units, which incorporates software and hardware platforms that allows such signals to be communicated to an operator through an integrated approach.
SANS	South African National Standards.
ICASA	Independent Communications Authority of South Africa. ICASA's is responsible for the licensing of broadcasting services (including community, commercial, public and subscription) and electronic communications services and are further responsible for monitoring and ensuring the compliance of these broadcasting and electronic communications services.
ONVIF	Open Network Video Interface Forum. It is a global and open industry forum that provides and promotes standardized interfaces for effective interoperability of IP based physical security products, or, in other words, to create a standard for how IP products within video surveillance and other physical security areas can communicate with each other.

4. DELIVERABLES

- 4.1 This specification covers the provision of an Electronic Security Solution in terms of an innovative security solution, inclusive of CCTV where required, monitoring of such in the tenderer's offsite control room, rapid response to alarm activations, providing an investigative support into all forms of illegal activities against the Eastern Cape Department of Health Assets and infrastructure for the various permanent and temporary localities under the jurisdiction of the Eastern Cape Department of Health on a continuous basis for a period not exceeding 36 months.
- 4.2 The identification and actual number of localities requiring burglar alarm systems, CCTV Systems and Surveillance will be indicated by the Eastern Cape Department of Health to the successful tenderer from time to time as occasion demands.
- 3 x TB Hospitals
- 1 x Psychiatric Hospital
- 1 x Uitenhage Provincial Hospital
- 1 x Lilitha Nursing College and supporting campuses
- 1 x Forensic Pathology Services with Various Sites under PE Management.
- 2 x Emergency Services Facilities(including EMS Training Centre)
- 66 x Primary Health care Facilities, District office, Sub District Office, Health Centers
- 4.3 The Bidder must indicate what measures they have to ensure that their security staff are well trained, motivated, have a good back-up system and maintenance of strict supervision of their security staff members.
- 4.4 It is a condition of this tender that the tenderer may be required to supply and install CCTV and Intruder Detection hardware and software at a remote site in order for these systems to be monitored by the tenderer's Central Control Room. The attached Schedule of rates specifies the type of hardware and software required. All cameras supplied shall be ONVIF compliant.
- 4.5 The CCTV and Intruder Detection hardware and software supplied and installed at a remote site will be based on an outright payment system, which shall include supply and installation. Monthly cost will include maintenance, monitoring and response of the systems and devices installed on a specific site for the period of 36 months. Extension might be negotiated.
- 4.6 It is a condition of this tender that the service provider appointed will be responsible to upgrade software and maintain equipment that has been installed on a specific site in order to ensure that all equipment is functional and able to trigger alarm(s) to the Central Control Room in order for the armed rapid response units to be deployed for the period of 36 months.
- 4.7.a Replacement of any broken, stolen and or damaged items due to normal break in situations will be in accordance with the pricing schedule submitted with this bid document and or adjudication authority approved price increases.
- 4.7.b Replacement of any malfunctioning product/items due to production errors and or incorrectly installed products will be replaced on the expense of the awarded service provider or the 12 months product warrantee/quarantee.
- 4.8 It is a requirement that CCTV Camera Footage MUST be safely stored for a period of 90days and more
- 4.6 The successful tenderer will furthermore be required to provide the following specific deliverables:-
- Alarm system installation, inclusive of intruder detection systems, CCTV and innovative security technological systems;
 - Alarm monitoring from the tenderer's Control Room;

- Response to alarm activations and or incidents detected by the alarm system and monitoring operator;
- Placing a physical guard after breaking has occurred (outside facility service hours)
- Site security surveys and alarm system installation project plans;
- Routine preventative maintenance of alarm systems and reporting of such to ensure necessary repairs and or maintenance is done to have an effective and reliable security system 24 hours of the day for a period of 36months(contract duration);
- Assessment and repair of faulty alarm systems during the 36 months contract period;
- Addition to and or expansion of alarm installations;
- Generation of reports regarding the operation ability of the system (up / down time), installation status, activations, response and incidents to Operations Managers of Facilities in NMBHD
- Maintaining an inventory of installations, including date of installation and details of each detector device installed. This report to be supplied to the department of Health to contract management and or infrastructure; a copy of this installation report must also accompany the invoice and service voucher signed by the Institution Manager permitting payment of instalations
- Draft schematic layout drawings of detector locations within a specific locality;
- Drafting SOP's as and when required;
- Provide user manuals;
- Attend relevant meetings as identified;
- Crime pattern analysis / trending and
- Appear in court on behalf of DOH: Nelson Mandela Bay Health District.
- Research / investigate Health Related Supplies in South Africa, neighboring countries and abroad to determine the destination of stolen materials and equipment belonging to the Eastern Cape Department of Health
- Investigate criminal activities relating to the trading, transporting or handling of Health Related Supplies.
- Investigate criminal or untoward activities committed by metal merchants, smelters, exporters and metallurgical laboratories against Eastern Cape Department of Health.
- Investigate the activities of criminal elements and crime syndicates targeting the Eastern Cape Department of Health equipment.
- Identify crime syndicate hotspots where Eastern Cape Department of Health materials and equipment are targeted and initiate intelligence driven operations to apprehend same.
- Deploy mobile task teams in identified areas for observations for the purpose to detect and apprehend criminal elements involved in the theft of Health Related Supplies or equipment belonging to the Eastern Cape Department of Health.
- Effectively compile and maintain criminal case dockets containing sufficient evidence to apprehend and initiate prosecution or any other action deemed necessary.
- Submit processed evidence to relevant government authorities for necessary action, monitor and support relevant government authorities during mentioned action.
- Network with other State Departments, Law Enforcement Agencies and any other relevant organization identified as necessary to achieve the said objectives.
- Maintenance of a database containing information gathered during all research / investigations processes.
- Conduct Risk Assessments: Must provide, a comprehensive, and innovative risk management services that are cost effective and efficient to the advantage of the Eastern Cape Department of Health. Must be able to assess all potential threats/risks impacting the Eastern Cape Department of Health. The Risk & Threat Analysis must be assessed on a quarterly basis and the report submitted to the Eastern Cape Department of Health..
- Compile a technical and operational assessment of current security systems and operations and make suggestions to improve on the current situation. Provide detailed report on exploring identified risks (incidents), strengths and weaknesses of current security planning, as well as a list of realistic recommendations.
- Two(2) to Three(3) Phase roll out of installations at health facilities identified on the bid document
- A fully Functional and uninterrupted Intruder Detection Systems Monitoring, Armed Response Services
- Fully functional technical support team that has the and ability to do Installations, Maintenance and Repairs Services
- CCTV Footage to be safely stored for a period of 90 days and more

4.7

The awarded bidder(incoming service provider) would be required to liaise with the current service provider in order to facilitate an official and proper hand / takeover of existing alarm installations it might be the case with hospitals that has already installed CCTV cameras etc.). The awarded bidder must take over the current installations and ensure there is compatibility with its Central Control Room for

monitoring purposes. And OR Total removal and replacement of systems is required in some other case with the Primary Health Care facilities. (please note removed items/products is the property of DOH and must be handed to the appropriate delegated official)

5. CONTRACTOR'S OBLIGATIONS

5.1 Skills and characteristics

The Contractor must ensure that all personnel employed have been trained in terms of the relevant national standards, be in possession of a valid RSA ID document and display the following skills and characteristics to the satisfaction of the Eastern Cape Department of Health Institution Manager or his / her nominee or his / her authorized official so appointed:-

- 5.1.2 Good inter-personal relations and communication skills with DOH Health Officials, designated Security Official, Staff at all levels and the general public, be it verbally or in writing.
- 5.1.3 The ability to perform strict assigned duties and effective burglar alarm services within the confines of deployment.
- 5.1.4 The recognition of criminal incidents such as theft and safety hazards.
- 5.1.5 The recognition fire hazards and competent in basic firefighting skills as the first responder to such incidents.
- 5.1.6 Be well conversant with the Criminal Procedure Act, specifically as it relates to arrest, seizure and the use of force.
- 5.1.7 The Ability to make sound independent decisions and apply corrective action in an event of any noteworthy incident on site.
- 5.1.8 Basic level of literacy, i.e. able to read and legible handwriting.
- 5.1.9 The ability to learn and adapt to the ever changing security environment.
- 5.1.10 Be of sober habits and not addicted to the uncontrolled use of alcohol and drugs that have a narcotic effect.
- 5.1.11 Be able to follow and apply locality alarm response duties and procedures (SOP).
- 5.1.12 Proficiency in the handling of firearms (where applicable).
- 5.1.13 Proficient in the use of all allocated security equipment such as a telephone, two-way r radio and pepper spray.
- 5.1.14 Perform physical or documentary checks (where applicable).
- 5.1.15 Operate a response vehicle and its monitoring system (where applicable).
- 5.1.16 Be in an acceptable physical condition in order to adequately perform the duties as required by that relevant to a response officer.
- 5.1.17 All training must be in accordance with the latest SASSETA / PSIRA standards and training certificates must have originated from training institutions accredited by SASSETA / PSIRA, which must be available for scrutiny, at any time, by the Municipality's Security Head or his representative.

5.2 Monitoring over a period of 36 months

5.2.1 The successful tenderer must ensure that the

- Monitoring of Intruder Detection Systems and are fully functional and operational for 24hours.
- Respond to alarm triggers within the require response time
- Fully Functional and Operation Control Room that complies to Private Security Industry Regulations Authority Standards

5.3 Legal implications and compliance

5.3.1 During the 36 months period of the contract, the tenderer must ensure that the Company, Responding Armed Security Officer(s), Supervisors/Managers/Directors shall be in possession of a valid PSIRA Registration(Private Security Industry Regulations Authority).

5.3.2 The tenderer will be responsible for compliance with the provisions of all legislation governing the employment of his staff, including leave pay, sick leave, levies, workmen's compensation, unemployment insurance, etc and in every other respect will fully comply with the provisions of the Basic Conditions of Employment Act, 1983 and the Wages Act 1957, Wage Determination for the Area concerned, as amended. The Contractor will particularly enforce the limitations placed upon hours of work including lunch breaks, as required by current legislation. In case of lunch breaks, the successful tenderer shall supply replacement staff of an equal grade or higher.

5.3.3 The Contractor shall be liable for and indemnify the Eastern Cape Department of Health against claims, suits, demands, or costs whatsoever arising from any injury or death to any person or damage or loss to any property sustained as a result of any action by the tenderer's personnel for the duration of the contract. Where the Eastern Cape Department of Health has suffered any loss or damage in respect of its health related products or equipment where such loss or damage was as a result of a willful or negligent act or omission on the part of the tenderer or the tenderer's employees, the Eastern Cape Department of Health shall have the right to claim compensation from the tenderer.

5.3.4 Prior to the commencement, within a thirty (30) day period, of the tender the successful tender/s will be required to submit copies of its full insurance policy document, with proof of payment thereof. The policy must include, inter- alia, cover for liability arising out of the use of a firearm as well as wrongful arrest and detention. Failure to comply will result in automatic disqualification.

5.3.5 The amounts reflected in the pricing schedule shall escalate annually at the higher of the rate of the Consumer Price Index (CPIX) based on the annual percentage change in the CPIX (excluding interest rates on mortgage bonds as published) at the anniversary of the effective date and at each subsequent anniversary thereof or in accordance with the statutory wage increase for the respective grades, as stipulated and determined in the Sectoral Determination Act, commencing September of each year, and as may from time to time be stipulated by PSIRA or any other minimum wages determination for the employees of the Service Provider, as prescribed by statute.

5.3.6 After installations have been completed and successfully commissioned an official hand over between the tenderer and the Eastern Cape Department of Health Institutional Security Services must take place and provide the following to the Eastern Cape Department of Health Institutional Head of Security Services:-

- A written guarantee of a minimum period of 12 months on all equipment and workmanship. Any guarantee on equipment less than the 12 months must be so stipulated.
- All wiring diagrams.
- Equipment manuals.
- Operating procedures.
- Inventory of all installations.
- A site drawing / sketch of detector / CCTV positions within a locality.

5.3.7 All installations remain the property of the Eastern Cape Department of Health and may not be removed by the tenderer without the explicit authority of the Eastern Cape Department of Health

Head of Security Services. Such removal includes the period after the conclusion of the tender duration. The replacement or incoming tenderer must utilize the current equipment installed.

- 5.3.8 The tenderer must ensure that their Independent Communications authority of South Africa (ICASA) fees are paid as required to ensure continued service delivery
- 5.3.9 Should the tenderer utilize any equipment which requires a software license, such registration must be in the name of the Eastern Cape Department of Health this includes the handover of all installation software, discs, license authority and administration passwords.
- 5.3.10 Full Administration Authority to the said software must be given to the Management Staff of the Eastern Cape Department of Health. Names to be provided when tender has been awarded.
- 5.3.11 Safety & compliance with legislation and regulations.

The Service Provider shall be fully and solely responsible for ensuring compliance with the Occupational Health and Safety Act (Act no 85 of 1993) and any other legislation (eg. firearm control act) that may apply. In this regard it is specifically pointed out that the Service Provider will, inter alia, have to do the following:-

- Provide and maintain systems of work that are safe and without risk to health and safety.
- Eliminate or mitigate hazards or potential hazards before resorting to personal protective equipment.
- Establish the hazards pertaining to work and establish what precautions should be taken and provide the means to apply the precautions.
- Provide information, instructions, training and supervision to ensure health and safety.
- Not permit anyone to do anything unless the necessary precautions have been taken.
- Do everything possible to ensure compliance with the applicable legislation.
- Enforce discipline in the interest of health and safety.
- Ensure that work is performed under the supervision of a person with the necessary training and authority.
- Conduct his undertaking in such a manner that he or any other persons are not exposed to hazards to their health and safety.
- It is specifically recorded that the Service Provider shall, in terms of section 37(2) of the Occupational Health and Safety Act, be fully and solely responsible for ensuring compliance with the provisions of this Act. Should the Service Provider find anything in this specification or receive an instruction that may jeopardize his compliance with any legislation he shall bring such finding or instruction to the attention of the Eastern Cape Department of Health and resolve the matter before proceeding.
- It is further specifically pointed out that the Service Provider shall be registered in terms of the Compensation for Occupational Injuries and Diseases Act (Act No. 130 of 1993) and that he shall be in good standing with respect to the payment of assessments to the Compensation Commissioner.
- Maintaining 100% regulatory compliance with applicable legislation, planning conditions, consents, licenses and permits.
- Development and maintenance of a competent, well-trained workforce. Development, integration and maintenance of an organizational culture that emphasizes the importance of OH&S through all phases of project life-cycle, through effective leadership, oversight and engagement.
- The Service Provider's staff will at all-time wear protective clothing as prescribe by the Occupational Health and Safety act.
- Every reasonable precaution for the safety of all concerned in the operation of this contract will be catered for by the Service Provider.
- Safety is the responsibility of the Service Provider and the Eastern Cape Department of Health will not be held responsible for any injuries, accidents or incidents that might occur.
- The Eastern Cape Department of Health reserves the right to stop any work at any time if the Service Provider is not following the right safety procedures explained in the OHS, SANS.
- The Service Provider must meet all requirements stipulated in the OHS, SANS, and any other required legislation.

- If the Service Provider is not complying with legislation his/her work will be ceased until he/she can satisfactorily prove compliance.
- A documented health and safety plan must be submitted after awarding this bid but prior to commencement of any work, which addresses hazards and identifies and includes safe work procedures in order to reduce or control these hazards.
- Any special lawful and reasonable requirements of the Head of Department or their authorized representatives.
- Electrical Installations : COC SANS 10142 and Department of Labour Certificate of Compliance

5.4 Service Levels

- 5.4.1 The burglar alarm service is required to be continuous throughout the duty periods and the tenderer must therefore ensure that replacements are timeously provided for any of its personnel being absent for whatever reason.
- 5.4.2 The following Code of Ethics is applicable to the tenderer and his / her staff and should be read in conjunction with the PSIRA Code of Conduct.
Code of Ethics for security staff - "In my capacity as a security staff member contracted to monitor, respond, prevent, report and deter crime, I pledge:-
- 5.4.3 Abide by all PSIRA legislation.
- 5.4.4 To carry out my duties with honesty and integrity and to maintain the highest moral principles.
- 5.4.5 To faithfully, diligently and dependably discharge my duties, and to uphold the by-laws, policies and procedures of the Eastern Cape Department of Health and that which protect the rights of others.
- 5.4.6 To discharge my duties truthfully, accurately and prudently without interference of personal feelings, prejudices animosities or friendships to influence my judgments.
- 5.4.7 To report any violations of law or rule or regulation immediately to my supervisors.
- 5.4.8 To respect and protect information considered confidential and privileged by my employer or the Eastern Cape Department of Health.
- 5.4.9 To cooperate with all recognized and responsible law enforcement agencies within their jurisdiction.
- 5.4.10 To accept no compensation, commission, gratuity, or other advantage without the knowledge and consent of my employer.
- 5.4.11 To conduct myself professionally at all times, and to perform my duties in a manner that reflects credit upon myself, my employer, the security profession and the Eastern Cape Department of Health.

6. CONTROL ROOM/NMM SITE OFFICE

- 6.1 The tenderer should have a fully functioning control room, conforming to the following minimum requirements: -
- 6.1.1 It must be a separate room, office or building, specifically adapted and designed to serve as a dedicated control room for that function with the following requirements (Requirements for CCTV Off-Site Monitoring Station) :

Building must have

(i) Walls

(ii) Roof/Ceiling

(iii) Entrance

- The entrance should comprise of at least two (2) interlocked doors separated by a lobby.
- Both doors cannot be opened simultaneously.

(iv) Doors

- The doors together with their hinges, frames and locking devices shall be of good quality.
- The locks securing the doors shall be of a high security type and be able to resist a sudden impact.

(v) Emergency Exits

- A Single door is acceptable
- The Emergency Exit Door shall be easily opened from the inside. This must comply with Local fire regulations.
- The doors must be tamper proof from the outside

(vi) Telephone Lines

- There should be a Telephone line for voice communication(one or more)
- In all communications with SAPS and response companies, a reference number shall be obtained and recorded.
- All records to be kept for a minimum of twelve (12) months

(vii) Power Supply

- The electricity may be either from an external mains or from a battery standby
- In the event of a disruption of the external electricity supply, the standby power supply shall automatically be brought into use without interruption.
- The standby supply shall include batteries located within the Central station, capable of sustaining the monitoring equipment for a period not less than 24 hours or not less than 50 minutes if a Standby Generator is installed.
- The Standby Generator shall have an independent means of starting without leaving the control room vulnerable.
- In the event of an interruption in the mains power supply, all equipment essential to the operation of the Central Station shall continue to operate without loss of security or degradation of performance.

(viii) Records

The following records should be kept in the Central Station:

- Record of visual events received giving details of action taken and response
- Customer database backups may not be older than 24 hours
- All reported incidents shall be available for a period of 36 months

(ix) Standby Equipment

- Standby Equipment is to be readily accessible in the Company's premises
- Standby Equipment shall be directly interchangeable and all reasonable precautions shall be taken that normal uninterrupted Central Station Service is provided in the event of essential equipment being faulty or damaged
- Standby Equipment shall be dedicated to the CCTV Central Station and shall remain unplugged until required.

(x) Data Protection and Storage

- All recorded visuals shall be kept in safekeeping for a minimum of 90 days.

6.1.1 In the event that the existing control room malfunctions, the tenderer must be able to reactivate an alternative control room, fully backed up with all data last recorded prior to the event.

6.1.2 Operators/Dispatchers must be able to log on/off on workstation with Audit Trail of individual passwords. User to be automatically logged out if workstation is unattended for five minutes.

6.1.3 The tenderer must have the ability to remove/add user from the ECDoH Access Control System as per instruction of the Security Management.

6.1.4 It must be manned on a 24 hour basis by trained bilingual operators.

6.1.5 It must be equipped with:

- 6.1.5.1 A two-way radio base station, in order to facilitate communication with the various localities and mobile supervisory units.
- 6.1.5.2 A working telephone system, to facilitate communication with the Eastern Cape Department of Health's representative and Control Room 24 hours per day.
- 6.1.3.3 An electronic Occurrence Book, for the purpose of recording entries, including irregularities and such reports by the Eastern Cape Department of Health representative to the tenderer.
- 6.2 The tenderer must have a Control Room located in Nelson Mandela Bay Metro for the purposes of Law Enforcement Agencies and the Eastern Cape Department of Health: Nelson Mandela Bay Health District officials to immediate visit to view CCTV footage and Occurrence Book entries after incidents have been recorded.
- 6.3 The Control Room structure as it relates to management and supervision must be based on the provisions of the Rates. Such structure must be approved by the Eastern Cape Department of Health Institutional Manager and Head of Security.
- 6.4 CCTV Camera Footage to be safely stores on the services providers server network for a period of 90 days and more

6.4 CONTROL AND MONITORING OF ALL SECURITY SYSTEMS.

All installed security equipment (alarm systems - new and existing), perimeter beams, and surveillance systems) under this contract must be controlled and monitored by the service provider's centralized control room as specified.

- GPRS / GSM / RF or similar communication between equipment and the control center is the responsibility of the service provider.
- Perimeter beams, motion detectors, electric fencing, surveillance equipment, entrance and building protection, cable and conductor monitoring should all be connected / integrated into to the same alarm system as far as possible and practical.
- Service Providers should incorporate this system into their Control and Monitor Centre in parallel with all other requirements of this specification.
- All installed Security Systems shall be controlled and monitored 24-hours a day in the same fashion as all other requirements of this specification.
- Any events that occur shall be automatically sent to the Control and Monitor Centre and to selected Eastern Cape Department of Health Systems including SMS and / or Email alerts.
- The events shall be identified and display the location address and GPS position on multiple devices.
- The system should display the status of the battery operated equipment status and report immediately when battery levels dropped to a certain level.
- Communication Signal Strength should be monitored and a weak or no signal event should be recorded and reported immediately for the required attention.
- Mains power failure should be monitored on all equipment that utilized this type of power source to function properly, all power source equipment should also be fitted with back-up battery power sources where practical.
- The system should be able to notify / alert selected people of any alarm events via sms and / or e-mails.
- Communication should be reliable GSM or / and RF.
- Service Providers should take into consideration that it might be a challenge to properly control and monitor the systems in an environment whereby daily work needs to be performed on the electrical network. Systems should be disarmed under strict control and monitor conditions similar as the disarming and arming of other security systems describe in this specification.
- The monitor and control of the systems shall also be available to the Eastern Cape Department of Health.

6.4.1 Control and monitoring software requirements.

Cloud-managed for simplified remote monitoring and management of the entire network accessible via a GIS based dashboard such as Google Maps or similar to avoid individual software installations, delivering a ready-to-deploy solution that saves time and money.

- It is vital to have easy access to information and Real-time notification of network alarms.

- Map based interface should provide a quick overview of the installed end-devices displaying on the same page information of the end-devices as follows: (1) Device Name (2) Stand No. (3) Street No. (4) Suburb / Area (5) Health Status (6) System Type.
- Remote update of unit firmware functionality.
- Logs of all events must be made available automatically on a scheduled time via e-mail and from direct access of the software in a *.xls format.
- The populated information of the end-devices in the software data basis must also be used as an asset control management tool.
- The software should have a user friendly search option to quickly locate an installed node / controller device on the GIS map. The sort / filter fields are: (1) Street Number (2) Stand Number (3) Street Name (4) Suburb / Area (5) Town.
- There should be a function whereby the user can be directed to the location of a specific node / controller from the position he / she is in similar like Google Maps.
- Software should also be Android based to allow for communication via Android Smart Devices.
- An Android Application (APP) is required on the Smart Devices to easy access the end device application.
- Software should be able to generate automated reports.
- The data base / server system shall be minimum SSL (Secure Sockets Layer) 128-bit encrypted.
- Software shall make provision for a master / super user (this user will be able to edit the software with no restrictions).
- Software shall made provision for a viewer user only (this user will only be able to view the status of the installed products + can only open the end-device when required, but won't be able to edit anything).
- Software should be able to communicate with selected controllers at the same time especially when the same command needs to reach all controllers. The system shall allow for individual selections as well as group selections.
- A health / status check should be performed every 60 minutes automatically between the controller and software (Bi-directional Communication).
- Should the control room not receive a status check, then a response vehicle needs to investigate and give feedback regarding the fault (if any) and it must be rectified immediately or a security guard must be provided until repairs are affected.
- Software should be able to send SMS and / or E-mail messages in selected alarm events occurrences.
- CCTV camera footage to be stores for a period of 90 days and more

6.4.2 Arming and disarming of alarm / security systems

- The service provider should only arm and disarm alarm systems on the instructions of The Eastern Cape Department of Health only and only by authorized Eastern Cape Department of Health officials.
- A proper recognition system should be introduced by the Service Provider to ensure that only approved delegated officials have adequate rights to issue instructions to the Service Provider to arm and disarm alarm systems. (E.g. Voice recognition, face detection systems, finger print readers, card reader, tag reader etc.).
- All instructions should be properly monitored and recorded.
- The Control Centre should follow up with the relevant person where systems are authentically disarmed after 2 hours if no instruction has been received to arm again if the system can be armed again or not for valid reasons.

7. INTEGRATED SECURITY SYSTEMS (ALARMS & CCTV), MONITORING, RAPID RESPONSE AND FOLLOW UP INVESTIGATIONS

- 7.1 All standards in respect of alarm monitoring and response to alarm activations must be in terms of the Private Security Industry Regulations Act.
- 7.2 Furthermore, monitoring and response capacity must be able to manage all identified locations or more depending on expansion programs and are regarded as a unit for the purposes of this tender specification and should not be considered as separate competencies.

- 7.3 Notwithstanding the requirements and standards referred to in the SAIDSA by-laws, it is expected from the tenderer to submit daily, weekly and monthly reports in respect of monitoring and rapid response activities.
- 7.4 Monitoring will take place on the premises of the Service Provider.
- 7.5 The tenderer shall keep records and or electronic audit trail to verify the kilometers travelled per rapid response incident, this will include alarm trigger time, response time, arrival on site and departure from a locality, which shall form part of either a daily / weekly / monthly report, as determined by the Eastern Cape Department of Health's Head of Security.(for future references on incidents reported)

7.6 CCTV

CCTV in the context of this tender specification is not a standalone system, but regarded as part of an integrated security system approach. Should CCTV be required as part of the burglar alarm system such must comply with the following broad based objectives:-

- Protect and safeguard alarmed localities;
- Deter and detect crime;
- Assist in the identification of offenders leading to their arrest and successful prosecution;
- Assist in reducing the fear of crime;
- Cooperate with stakeholders and the service providers to develop and share best practice;
- Provide and operate the system in a manner that is consistent with respect for individual's privacy;
- Compliance with South African National Standard (SANS 10222-5-1-4:2003 - Edition 1) Electrical Security installations, Part 5-1-4: CCTV installations — CCTV surveillance systems for use in security applications — Testing, commissioning and hand-over requirements.
- All equipment to be ONVIF compliant.
- A minimum of 90 days recorded footage must be stored and available on request.
- Erecting suitable CCTV Surveillance equipment at strategic points within the awarded facilities

7.6.1 CCTV control room operator suitability standards

- Operators / Dispatchers are responsible for the day-to-day operation of the CCTV system in accordance with the tenderer's policy and procedural practices (CCTV Code of Practice), a copy of which must be attached to the tender response.
- The integrity of a CCTV system depends very much upon the activities of operators, who should be trustworthy, observe civil rights and respect privacy.
- The following basic CCTV operator standards are minimum requirements for operators, applicable as initial selection criteria and thereafter part of continued standards evaluation and monitoring. All CCTV monitoring staff must be exposed to these requirements and conditions, based on the following criteria.

7.6.1.2 Cognitive Assessments

Operators need to be capable of analyzing situations and reasoning. Psychometric assessment is required in order to analyze critical minimum requirements.

7.6.1.3 Observation and Vigilance

Surveillance and Monitoring Assessment Exercise (SMAAE) provides a method of assessing personnel for qualities of observation and vigilance that cannot be provided in any other way. Specifically, SMAAE is relevant because the two exercises evaluate a number of key areas which will form part of the evaluation process.

7.6.1.4 Polygraph Testing

No criminal record. It is required that operators pass regular (6 monthly) polygraph testing. Honesty is one of the aspects which form the basis of integrity standards (not rejected by any other security site / service provider).

7.6.1.5 Credit Checks

Regular (6 monthly) credit checks on operators are required in order to ensure they are not in questionable economic circumstances.

7.6.2 CCTV operator competency (Training)

It is imperative that the correct balance be created between staff selection and training in order to ensure that the Control Room output is maximized. It is of no or very little value to have a world standard Control Room and staff who are not equally professional. Based on the international best practice standard and research CCTV operators must have undergone the following training curriculum, in order of priority:-

7.6.2.1 Basic Computer Literacy

This is the foundation course which prepares operators for the more in depth courses to follow. All hardware in a CCTV Control Room is computer associated, thus requiring operators to be basic computer literate (Windows platform).

7.6.2.2 Surveillance and Monitoring Assessment Exercise (SAMAE)

SAMAE is a computerized package, which evaluates the capacity of CCTV and other high vigilance personnel to perform effectively and consistently. SAMAE allows you to select and place the right operators to ensure that your surveillance technology and systems are used optimally and fulfill their purpose.

7.6.2.3 Induction Course

This course covers:

- General outline of an integrated security system, central & satellite control rooms and the role of CCTV within the Metro.
- Crime hotspots.
- Types of cameras.
- Basic functions of CCTV operators.
 - Equipment in control room.
 - Duties of control room operators.
 - Logs.
 - Communications.
 - Types of crime.
- Introduction to the Code of Practice, User's Manual and Policies and Procedures for a CCTV Control Room.
- Site visit to the locations of the cameras and geographical areas.

7.6.2.4 CCTV Surveillance Skills and Body Language Course

The CCTV Surveillance skills course develops essential skills for supervisory and operator personnel doing operational and focused surveillance. The course incorporates elements of security risk factors, observation skills, psychology and body language and profiling activities.

7.6.2.5 Advanced Surveillance Body Language and Incident Behavior Course. Learning outcomes include:

- Body language elements and decoding.
- Body components and their characteristics;

- Facial and micro facial expressions, hands, body posture.
- Relationships and contact dynamics.
- Recognizing detection avoidance and apprehension behavior.
- Communication of intent.
- Identifying targets.

7.6.2.6 CCTV User Manual Training

Training on the content and use of the CCTV User Manual:

- Live video.
- Recorded video.
- Users.
- Mapping.
- Evidence collection.
- Motion detection.
- PTZ controls.
- Fault reporting.
- Logs.
- Management reports.

7.7 Investigations

The provision of an investigation capacity is directly linked to and flows out of the alarm system activation and response. Furthermore, to also serve as a liaison between the Eastern Cape Department of Health officials and other Law Enforcement Agencies such as the SAPS in terms of criminal and other investigations. Such investigations to include preventative recommendations against future or continued losses, damage or misuse of the Eastern Cape Department of Health assets through:-

- Maintenance of a crime registers.
- Attending crime scenes & complaints.
- Compilation of loss preventative recommendations.
- Video & photographic processing of evidence.
- Observation / surveillance duties.
- General incident monitoring / recording.
- Draft relevant SOP's.
- Crime scene management and preservation.
- Collection and management of exhibits.
- Liaison with municipal officials regarding loss related matters.
- Receipt and handling of complaints.
- Case file management.
- Draft statements.
- Investigating the validity of complaints.
- Attend court and provide evidence.
- Provide incident analysis information to determine incident / crime patterns.
- Develop systems / procedures to provide for the centralization of information.
- Draft reports / letters and general correspondence as and when required.

7.8 PERIMETER AND MOTION DETECTOR EQUIPMENT.

7.8.1 Wired strip beams

The service provider must supply and install Infrared strip beams for perimeter protection as and when required.

- The IR strip beams will be installed in vandal proof housings which will be installed onto the building(s)
- Service provider must include in the price all installations, wires / cables, equipment and any other material needed to install one strip beam.
- Beams must have a detection range between 0 – 50meters or more depending on the requirements.
- Aluminum Slim line Strip Beam with Mounting Brackets.
- Photoelectric infrared beams.

- Operates at -20°C to +50°C.
- When two adjacent beams are interrupted simultaneously for a period of 40 milliseconds, an alarm condition must result.
- Must be difficult to jump over or to crawl under.
- 180° Adjustable.
- False alarm immunity to rain, fog, white light and RF.
- Built-in buzzer and LED for simple alignment.
- Size (mm): $\pm 2100(H) \times \pm 40(W)$.

7.8.2 Wired quad detection outdoor perimeter beams.

The service provider must supply and install Infrared Quad Detection beams for perimeter protection as and when required.

- The beams will be installed in vandal proof housings which will be planted /cemented into the ground or against walls.
- Service provider must include in the price all installations, wires / cables, equipment and any other material needed to install one strip beam.
- Beams must have a detection range between 0 – 100meters or more depending on the requirement.
- Beams must Operate at 50ms to 700ms and at -20°C up to +50°C.
- Anti-tamper switch.
- Alarm output N.C. or optional form C relay N.C./N.O.
- False alarm protection.
- Fresnel Lens for defined and precise infrared beam transmission.
- Fuzzy logic for external interference rejection.
- Automatic Gain Control (AGC) Circuit - continually monitors for gradual changes in the signal's strength caused by changing weather conditions.
- On-board optical axis voltage displays and signal level LED for easy alignment.
- IP66 rated.

7.8.3 Wired outdoor motion detector

The service provider must supply and install Outdoor Passive Detection Motion Sensors for as and when required.

- These sensors will be integrated into the alarm panel and only the alarm.
- The sensors will be installed in vandal proof housings.
- Service provider must include in the price all trenching, wires / cables, equipment and any other material needed to install one strip beam.
- Anti-tamper switch.
- Alarm output N.C. or optional form C relay N.C./N.O.
- False alarm protection.
- Anti-masking motion detecting sensor.
- Operates at 0.2m to 3.5m/s walk speed.
- Operates at -20°C up to +50°C.
- 2.1m to 2.7m Installation height.
- IP66 rated.
- Pet immune up to 40Kg.
- Detection range 11 – 50 meters at 90 degree.
- UV protected lenses.
- Multi-level sensitivity adjustment.
- Impact and temperature resistant casing.
- Dual Optical Filtering System.

7.9 INSPECTION, MAINTENANCE AND REPAIRS OF EQUIPMENT

The service provider should familiarize itself with the existing installed equipment before submitting his / her bid in terms of inspection, maintenance, repairs and replacement of equipment.

Maintenance, Replace & Repair Requirements will consist of the following (minimum):-

- Inspection, testing, replacement, repairing and maintaining of surveillance systems including all connected equipment to the surveillance system.
- Inspections and testing of all security systems must be conducted on a monthly basis with a completed inspection / job card returned to the Eastern Cape Department of Health for each alarm and CCTV installation indicating the status / condition of all systems and equipment.
- No repairs or replacement of equipment will commence without the prior written permission of the Eastern Cape Department of Health.

7.10 MOTION DETECTION CAMERAS: DETECTION / EARLY WARNING REQUIREMENTS.

- Motion Detection Cameras should be installed in such fashion only to alarm / alert when motion is detected where criminals attempt to damage / vandalize equipment.
- Motion Detection Cameras might be a challenge in areas where traffic is heavy and Service Providers should be mindful in such areas how to separate certain movements toward what needs to be protected to avoid false alarms from normal movements.
- Motion Detection Cameras in combination with other early detection equipment is especially useful in remote areas and hot spots.
- CCTV Analytics to be installed on the CCTV Software to assist in identifying facial recognition

7.11 Provisioning of CCTV Cameras

The following CCTV Cameras must be installed at the Health Facilities:

- Vehicle Registration Cameras at the Vehicle Entrance of the Facility (software)
- Facial Recognition Cameras at the entrance to the facility
- Pan Tilt Zoom (PTZ) Cameras at designated positions within the facility
- Perimeter Cameras (IPT - 66 rated i.e dew/rain/dust protected)
- All cameras to be fitted with Infra-Red, motion detection on PTZ
- All cameras must be fitted with tinted dome enclosures.
- Tamper Proof Brackets
- Supply of Steel pole stand with floor plates mounted on a concrete slab

7.12 Procurement Process : For information to the awarding service provider

The Eastern Cape Department of Health with the assistance of the awarded bidder's technical team of experts will do an evaluation/analysis of its Intruder Detection System needs per facility.

The attached pricing schedule with items/products identified will be used as guideline what is permitted and approved by the bid awarding authority.

Procurement will be based on availability of budget & proper authorization per individual facility

8. REPORTING OF IRREGULARITIES / INCIDENTS

- 8.1 An Occurrence / Note Book, where applicable, will be provided by the Company on contract to the Eastern Cape Department of Health. A detailed description of all security related events or findings shall be entered therein by the security officer as soon as possible after the event or finding.
- 8.2 This Occurrence / Note Book will be made available to the Eastern Cape Department of Health's responsible official for control / inspection purposes and may record relevant entries in such Occurrence Book or Note Book as and when required.
- 8.3 All visits to their personnel by supervisors of the Contractor, including the time at which the visit is made and any relevant information shall be recorded at the time in the Occurrence Book / Note Book.
- 8.4 The Contractor, in addition to reports required in terms of above clauses hereof, shall draw to the attention of the Eastern Cape Department of Health Head of Security as soon as practicable possible, any incident, condition or circumstance of importance which requires attention. Such reports should include the Contractor's recommendations.
- 8.5 The recording and overall management of irregularities take place within a framework which has been introduced and is necessary from a control and audit perspective.

9. MAINTENANCE

- 9.1 The tenderer must also indicate a costing model / formula allowing for all existing and new sites, devices and systems to be added to the maintenance program.
- 9.2 The tenderer shall submit and indicate a brief action plan including the frequency of preventative maintenance (daily, monthly, quarterly, yearly) required for the alarm systems during the contract period of 36 months.
- 9.3 Offsite hardware and software / integrated maintenance management of the complete alarm system and infrastructure is required to be proactively monitored on the premises of the tenderer in the Nelson Mandela Metro. Offsite equipment monitoring of all systems and components must be proactively monitored with the IP based protocol. The offsite monitoring facility shall have access control and intruder detection linked to an armed response unit.
- 9.4 The offsite monitoring facility shall have the capability i.e. enough bandwidth capacity to accommodate all burglar alarm system data, CCTV recording and viewing of all cameras. All recordings of incidents shall be able to be retrieved at the offsite monitoring facility for playback.
- 9.5 Tenderer shall do On Site(at institutional level) hardware and software updates on a regular basis or when required to ensure functionality of systems and monitoring thereof.

10. SECURITY SURVEYS

- 10.1 A security survey is a thorough process involving a physical examination of a locality and its operations in respect of aspects such as human resources, assets, and strategic value. In this process risks are identified which the assets are exposed to, coupled to a review of current security measures that are in place and recommendations made to mitigate liability.
- 10.2 The tenderer must be aware, capable, available at the time and present to ensure certain actions and activities in respect of security surveys take place prior to the installation of burglar alarm systems.
- 10.3 This tender specification will have implications for the entire Eastern Cape Department of Health, requiring a high level coordinated approach in relation to the installation of burglar alarm and related systems.
- 10.4 Security surveys are a mechanism to ensure that whatever protection systems are considered it is properly planned and coordinated in a systematic approach in order to comply with the requirements of this specification.

11. PENALTY CLAUSES

- 11.1 The Easter Cape Department of Health`s :Head of Security, or his representative/s, is responsible for routine inspections to the tenderer's areas of deployment in order to ensure an acceptable level of service is rendered in terms of both these specifications and or SOP's.
- 11.2 Irregularities detected through such routine inspections will result in a penalty being levied against the tenderer and such penalty could range from a monetary value to the reduction in work allocated and / or the termination of the service. The penalty furthermore serves as a quality control indicator.
- 11.3 The option of applying a penalty is but one aspect in a series of intervention options which may be implemented, depending on the severity and or continuation of the same irregularity. A penalty application should be regarded as an indicator which requires immediate corrective action to be implemented by the tenderer, failure of which may activate further intervention options. The escalation of action, although designed in a priority format, may be implemented without following the set priority. This action will depend on various factors such as:-
 - 11.3.1 The severity of the irregularity or any action / activity which results in poor service delivery or which are in contravention of the specifications.

11.3.2 The interventions may include one or a combination of a:- Penalty, Removal from specific locality/ area or termination of services.

11.4 The submission of invoices for work completed is closely linked to the penalty clause, which requires from the tenderer to deduct the said penalties incurred from such invoice/s before submission to the Eastern Cape Department of Health.

11.5 The following penalty clauses will apply:-

NO	ITEM	PENALTY
1	No torch (also not in working order)	R20
2	No ID card	R50
3	No uniform (the uniform must be complete)	R100
4	No firearm / valid Firearm Authority Permit	R100
5	No pepper spray	R20
6	No handcuffs	R20
7	No two-way radio (radio must be 100% functional)	R100
8	Failure to respond to incidents reported	R500
9	Failure to discover incidents	R1000
10	Failure to respond within 15 minutes or less responding time	R200

12. ACTIONS

A schedule of Department of Health : NMBHD locations requiring the installation of new alarm systems, systems to be repaired / maintained, to be monitored and responded to is available on an attachment to the this document.

13. SCHEDULE OF INFORMATION REQUIRED

Tenderers are requested to provide information regarding their services as follows (absence of or incorrect information may prejudice the tender application):-.

13.1 Provide details of your total PSIRA registered security officer complement:

Grade	B	C
Number		

13.2Where do you train your security officers?

Institution
1)
2)
3)
4)

13.3 State Vetting procedure for prospective security officers prior to their employment.

13.4 State if you have public liability insurance cover, and, if so, the amount of such cover.

Amount	Insurance Company

13.5 Supply your company's PSIRA registration number.

PSIRA Registration Number	Date of First Registration

13.6 Supply company's Director's PSIRA registration number(s).

PSIRA Registration Number	Date of First Registration

13.7 IS your company registered with 's SAIDSA, if so supply information of registration.

SAIDSA Registration Number	Date of Registration

13.8 Provide details of your Director/s, Member/s, Owner/s, and Partner/s on Annexure "A".

13.9 Provide details of the following company structures: Management, Supervisory and Support on Annexure "B".

13.10 Supply a statement of work successfully carried out by the contractor over the last 12 months or which are currently being undertaken on Annexure "C".

13.11 Provide details of

Transport (vehicles)		
Year	Make & Model	Type
1)		
2)		
3)		

13.12 Provide details of two-way portable radios.

Number of Radios	
Leased/Company Owned	

ANNEXURE "A"

DETAILS OF DIRECTORS / MEMBERS / PARTNERS / OWNER/S

Title	Full Names	Designation	ID Number	% Share Holding	Residential Address	Contact Tel. No.

MANAGEMENT STRUCTURE (EXCLUDING ADMINISTRATION)

NUMBERS: _____

NAMES / POSITIONS IN COMPANY:

Name	Position
1)	
2)	
3)	
4)	
5)	
6)	

SECURITY EXPERIENCE (YEARS AND LOCALITIES)

Name	Years' Experience	Where
A.		
B.		
C.		
D.		
E.		
F.		

SUPERVISORY STRUCTURE

NUMBERS: _____
NAMES / POSITIONS IN COMPANY:

	Name	Position
1)		
2)		
3)		
4)		
5)		
6)		

SECURITY EXPERIENCE (YEARS AND LOCALITIES)

	Name	Years' Experience	Where
A.			
B.			
C.			
D.			
E.			
F.			

ANNEXURE "C"

STATEMENT OF WORKS SUCCESSFULLY CARRIED OUT BY TENDERER

For whom services rendered	Nature of services rendered	Commercial or Industrial	No. of SO's deployed		Cost of service per month	Date service completed or current
			Day	Night		

SUPPORT STRUCTURE (ADMIN.)

NUMBERS: _____

NAMES / POSITIONS IN COMPANY:

	Name	Position
1)		
2)		
3)		
4)		
5)		
6)		

Part 5.A
Pricing Schedule – Intruder Detection Systems, Alarms Systems & Armed Response

SBD 3.2

**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...SCMU3-20/21-0157-NMM- PROVISION OF ELECTRONIC SECURITY SOLUTIONS FOR NELSON MANDELA BAY HEALTH DISTRICT HOSPITALS, COMMUNITY HEALTH CENTRES AND PRIMARY HEALTH CARE CLINICS FOR A PERIOD OF 36 MONTHS	
Closing Time 11:00	Closing Date.....2020-11-09

OFFER TO BE VALID FOR...120...DAYS FROM THE CLOSING DATE OF BID.

-BID PRICE IN RSA CURRENCY -- ALL APPLICABLE TAXES INCLUDED
-"NO VAT CHARGES ALLOWED ON NON- VAT ITEMS"
- NON VAT VENDORS MAY NOT CHARGE VAT – DELIVERY CHARGES TO BE INCLUDED IN UNIT PRICE

NB : USE BLACK INK TO FILL THIS FORM

- 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

Pricing schedules has various sections. Bidders may select participating sections and or participate on all sections required by Nelson Mandela Bay Health District and Supporting Health Facilities

Pricing system is in accordance with unit rate based prices

Each facility with the consultation of the awarded bidder will select most appropriate product to fit the purpose of required services

PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES
2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

Pa	=	The new escalated price to be calculated.
(1-V)Pt	=	85% of the original bid price. Note that Pt must always be the original bid price and not an escalated price.
D1, D2..	=	Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
R1t, R2t.....	=	Index figure obtained from new index (depends on the number of factors used).
R1o, R2o	=	Index figure at time of bidding.
VPt	=	15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. The following index/indices must be used to calculate your bid price:

Index..... Dated..... Index..... Dated..... Index..... Dated.....

Index..... Dated..... Index..... Dated..... Index..... Dated.....

4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

B

PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1.

Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2.

Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

Pricing will be on unit costs per item. Each Health Facility will procure according to their own needs analysis that will be done with the assistance of the awarded service provider(s)

Service Providers are required to submit pricings on all items

1. Electronic Security Solutions

Alarm System	Unit price Excluding VAT	VAT	Total Price Including VAT
Antenna with wall-mounting bracket 2 meter extension cable with stubby GSM antenna Improving reception, wall bracket			
Back Up Battery 12V Leakage Free and position free, sealed construction, maintenance free, long service, low self discharge Equivalent to or better Power King PS1Ah12V Sealed Battery			
Control Panel -8 Zone expandable to 64 zones			
Control Panel -8 Zone expandable to 128 zones			
Expander 8 zone			
InfraRed Passive Sensors(eyes)			
Key Pad LCD			
Magnetic Door Contacts			
Roller Shutter Door Contacts			
Magnetic Window Contacts			
Panic Buttons Fixed			
Panic Buttons - Receiver			
Panic Buttons Remotes (loose remotes)			
Panic Buttons - Long Range Receiver			
Remote Test replacing Batteries			
Remotes (arming/disarming/panic)			
Remotes testing and replacing batteries			
Power Pack 12V(1Amp)			
Sensors Vibration			
Sensors Roof			
PIR Motion Sensor indoors Equivalent to Paradox DG75 PIR			
Siren 15V			
Cable/Wiring per meter			

Alarm Systems Maintenance & Repairs to Systems			
Inspect test and clean all installed alarm equipment such as sensors, magnetic contacts(doors, windows etc.) and beams			
Replace Back Up Battery 12V Leakage Free and position free, sealed construction, maintenance free, long service, low self-discharge Equivalent to or better Power King PS1AH12V Sealed Battery			
Replace of Power Pack 12V(18Amp)			
Replace Control Panels			
Remotes Checks replacement of Batteries			
Inspect, test and clean NVR systems installed and cameras			
Replacement of damaged wire /cable per meter			

Alarm Systems	Unit price Excluding VAT	VAT	Total Price Including VAT
Monthly and Annual Fees			
Fees : Labour & Consumables & Cable			
Fees : Armed Response Fees Normal allowed calls up to 6 call logs			
Fees : Armed Response Fees Above normal ratio per call logged from _____			
Fees : Annual Radio License Fees Maintenance : (ICASA)			
Fees : Monthly Radio License Fees (Zone Information - GSM - Cell phone providers)			
Fees : Monthly Services Fees			

Intruder Detection Systems	Unit price Excluding VAT	VAT	Total Price Including VAT
Transformer 16V with surge Filter(for protection against thunder and power supply outage issues)			
Radio Transmitter(normally included in services providers services)			
Barrier Strip Beams 3 to 16m			
Outdoor Sensor 90deg Equivalent to Katex			
Outdoor Sensor 180deg Equivalent to Katex			
IDS Dual Active Infra-Red Outdoor Beam Equivalent to IDS – 862-06-IDS30			
IDS Dual Active Infra-Red Outdoor Beam Equivalent to IDS – 862-06-IDS40			
IDS 250M Quad Active Infra-Red Outdoor Beam Equivalent to IDS – 862-06-IDS50			
IDS 250M Quad Active Infra-Red Outdoor Beam Equivalent to IDS – 862-06-IDS100			
Dual Beams(2 beams) point to point, up to 25m Equivalent to Garrison			
Quad Beams (4 beams) up to 160m Equivalent to Garrison			
4 Beam IR Barrier Set - Beam height 70cm, 10m to 100m, Photo electronic inferred beams, anti-tilt tamper, built-in buzzer & LED for simple alignment, Slim Line aluminum design - Equivalent to ids protect (862-06-04S010 to 0862-06-04S100			
6 Beam IR Barrier Set - Beam height 117cm, 10m to 100m, Photo electronic inferred beams, anti-tilt tamper, built-in buzzer & LED for simple alignment, Slim Line aluminum design - Equivalent to ids protect (862-06-06S010 to 0862-06-06S100			

	Unit price Excluding VAT	VAT	Total Price Including VAT
Intruder Detection Systems			
10 Beam IR Barrier Set - Beam height 210cm, 10m to 100m, Photo electronic inferred beams, anti-tilt tamper, built-in buzzer & LED for simple alignment, Slim Line aluminum design - Equivalent to ids protect (862-06-10S010 to 0862-06-10S100)			
Twin Beams : 2 Parallel Beams 50mm apart, PIRs Active Infrared Beams - Transmitter & receiver, waterproof up 200m distance, indoor/outdoor, wall mounting included - Equivalent to Katex			
Twin Beams : 4 Parallel Beams, outer 300mm apart, PIRs Active Infrared Beams - Transmitter & receiver, waterproof up 200m distance, indoor/outdoor , wall mounting included - Equivalent to Katex			
Installation Cable / wiring per meter			

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Surveillance Cameras			
2MP 50 Network IR Speed Dome - Up to 1920 x 1080 resolution, Illumination-Colour:F1.8,AGC On, B/W:F1.8, AGC On), Optical Image stabilization, Up to 500m IR Distance,Working distance-10mm - 1500mm wide,PTZmovement range 360° Support H.265+/H.265 videa compression, Network Storage, Target Classification, auto tracking and perimeter protection Patrol scan, Patern scan. Equivalent to or better Hikvision DS-2DF825015X-AEL (c) without wiper 24 VAC & Hi-PoE			
2MP 50 Network IR Speed Dome - Up to 1920 x 1080 resolution, Illumination-Colour:F1.8,AGC On, B/W:F1.8, AGC On), Optical Image stabilization, Up to 500m IR Distance,Working distance-10mm - 1500mm wide,PTZmovement range 360° Support H.265+/H.265 videa compression, Network Storage, Target Classification, auto tracking and perimeter protection Patrol scan, Patern scan. Equivalent to or better Hikvision DS-2DF825015X- AELW (c)with wiper 24 VAC & Hi-PoE			
Anti Theft Wall Mounted Brackets			
4MP IR Fixed Dome Network Camera - Day/night IR cut filter, 4 Behaviour analyses,Built in micro sd/SDHC/SDXC card slot up to 128G, Colour Lux@F1.6,AGCon), IR range up to 30m wavelegth 850mm, Video compression,Equivalent to or better Hikvision DS- 2CD2145FWD-I / DS-2CD2145FWD-IS			
2MP IR Fixed Dome Network Camera - Equivalent to or better Hikvision DS-2CD2126G1-I(S)			

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Surveillance Cameras			
2MP IR Fixed Turret Network Camera - Equivalent to or better Hikvision DS-2CD2326G1-I			
2MP IR Fixed Turret Network Camera - Equivalent to or better Hikvision DS-2CD2326G1-I/SL			
Anti-Theft Wall Mounted Brackets			
2MP IR Vari-Focal Dome Network Camera - Equivalent to or better Hikvision DS-2CD2726G1-IZ(S)			
2MP IR Vari-Focal Bullet Network Camera - Equivalent to or better Hikvision DS-2CD2626G1-4I/SL			
2MP IR Vari-Focal Bullet Network Camera -Image Sensor-1/2.8" Progresive Scan CMOS, Illumination-Colour @ F1.2, AGC on / 0.0068@F1.4, AGC on, Shutter Speed 1/3 to 1/100,00s, Digital noise reduction-3D DNR, Lense 2.8 to 12mm, IR range- up to 50m, Wavelength-850nm, Video compression H.264/H.265+, Smart Features, image resolution 1920 x 1080, Enhancement- BLC3D DNR, Network storage, Alarm trigger Audio support filtering noise- Equivalent to or better Hikvision DS-2CD2625FWD-IZS			
Galvanized Anti-Theft Brackets / Pole : 8 to 10m in height pole, 100mm Galvanized Pole, welded onto a 300mmx350mm x 5mm square floor plate with 4-6 x pre drilled holes. Stand to be Fixed & Bolted on concrete slab of 400mmx400mmx300mm deep. Top fixed Cameras housing at H-450mmxW-300xD210mm (the camera must fix within the housing box and have space to move up/down - left/right			
Galvanized Anti-Theft Brackets / Pole : 1.5 to 2m in height pole, 100mm Galvanized Pole, welded onto a 300mmx350mm x 5mm square floor plate with 4-6 x pre drilled holes. Stand to be Fixed & Bolted on concrete slab of 400mmx400mmx300mm deep. Top fixed Cameras housing at H-450mmxW- 300xD210mm (the camera must fix within the housing box and have space to move up/down - left/right			
Anti-Theft Wall Mounted Brackets			
Installation Cable / wiring per meter			

Other Cameras & Brackets	Unit Price Excluding VAT	VAT	Total Price Including VAT
Outer HD-TVI Vehicle Camera- AE-VC151T-JT Equivalent to or better Hikvision 720P			
Flexible PanoVU Network Cameras(x 3 rotating lenses)- Equivalent to or better Hikvision DS-2CD6D54FWD-12S			
Corner Mount Bracket fro PTZ Dome Camera - Equivalent to or better Hikvision DS-1602ZJ-COR			
In/Outdoor Bracket Wall Mounted - Equivalent to or better Hikvision DS-1602ZJ			
In/Outdoor Bracket Dome Wall Mounted - Equivalent to or better Hikvision DS-1258ZJ			
In/Outdoor Bracket Dome Wall Mounted - Equivalent to or better Hikvision DS-1258ZJ-L			
Vehicle Pole Mount Bracket - Equivalent to or better Hikvision DS-1602ZJ-Pole			
Galvanized Steel Pole			
Fluid Lights			
LED Super Strong Fluid Lights with Bracket			
Control Room			
Set-up control room			
Software updating current Computer available in the control room			

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Surveillance Cameras Equipment			
Monitors LED Size 21.5" / 54.6cm, IPS panel, Color Gamut(CIE1976) 72%, Pixel Pitch(mm)0.24795x0.2495, Aspect ratio 16:9, Resolutions 1920*1080, Brightness(typ.)050cd/m2, DFD-5M:1. Equivalent to or better LG-LGE22MP48			
NVR 16 Channel H.265 Compression Technology, Event Pop-Up / Preview, Alarm Scenario Customization, Spot Monitor, Intelligent Video System, 16CH 5MP Real-Time Video Recording Equivalent to or better AVTech AVH517 (16CH. H265 2MP VNR)			
NVR 32 Channel 36CH TV Wall Building, Easy Networking, 36CH TV, Push Video / Push Status, ONVIF-Compliant, RS485 Communication, Multi-plaform remote Access, 36CH 720P Real-Time Video Recording, 6TB hard disk video storage capability Equivalent to or better AVTech AVH336 (36CH VNR)			
NVR 64 Channel 64CH TV Wall Building, Push Video / Push Status, HD Video Recording, RS485 Communication, Smart recording, Multi-Platform remote Access, 6TB hard disk video storage capability Equivalent to or better AVTech AVH364 VNR			
POE Switches 24 Equivalent to or better HPE Office Connect 1820 24G PoE + 185W Switch J9983A Series			
POE Switches 48 Equivalent to or better HPE 1820-48G-PoE (370W 48 ports managed)			
Backup Power Supply Simulated sinewave inverter, Wide input voltage range, 12DC, Overload and short circuit protection, LCD display for comprehensive information with solar charger Equivalent to or better Mecer DC-AC Inverter IVR-1200LBK			
Backup Power Supply Simulated sinewave inverter, Wide input voltage range, 24VDC available, Overload and short circuit protection, LCD display for comprehensive information with solar charger Equivalent to or better Mecer DC-AC Inverter IVR-1200LBK			
Server Cabinets 9U Network Cabinets Supply & Installed in server room as institutions			
Server Cabinets 6U Network Cabinets Supply & Installed in server room as institutions			
Installation Cable / wiring per meter			

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Surveillance Cameras			
Software			
Surveillance Software : Software intelligence facial recognition, monitoring, intruder			
Access Control : Software updating current Computer available in site/ control room			
Off Site Control Room/Command Centre : Surveillance and Analytics in the Cloud (contracted supplier)			
24 hour Monitoring of Site Cameras above the off site control room to all sites			
24 hour Technical Support Services to all sites			
Facial Collection & Recognition, Intruder Detection with Visual Verification, License Plate Detection,			
Immediate Alarm Call Out Responses(armed)			
Management Report Generation of incidents (daily, weekly, monthly, quarterly, annual)			
Other Equipment to Access Control	Unit Price Excluding VAT	VAT	Total Price Including VAT
Only in the event when a new offsite control is permitted per Sub District / Health Facility and NO equipment/No Computer available			
Software Software updating current Computer available in site/ control room			
Computer(CPU, Monitor, Mouse, Keyboard) Graphic-Intel HD610, Memory-8GD DDR4 RAM, Storage 1TB HDD, Optical Drive-Processor- Intel Core i5-8400 2.80GHz up to 4.00GHz, 6 Cores, 6 Threads, Super Multi DVD-RW, Ports- 4xUSB2.0/2xEthernet3.0/1xLAN, Windows10, Keyboard & Mouse. Equivalent to or better Proline PPCI5881W10P			
Optional Colour Printer Print, Copy, Scan, Fax wireless, Print Speed up to 22ppm B/Color, Scan to email, Paper tray up to 250 sheets Equivalent to or better HP Color Jet Pro MFP M281fdw			
Optional Toner for Colour Printer (approximately x3 supply per annum) Compatible with Equivalent to or better HP Color Jet Pro MFP M281fdw			
Installation Cabling / Wiring per meter			
Recording & Safeguarding of CCTV Camera Footage for a period of 90 days and more (if this cost is included in the monitoring and surveillance package, please record "no charge included on...."			

Maintenance Product Guarantees / Warrantees	Yes	No
12-24 months warranty/guarantee on the complete installed Intruder Detection Systems – Must be included with the product installation this will included the brackets/pole / installation workmanship etc.		

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Maintenance of Products Software			
3 year Maintenance / Service Level Agreement on all System Software required to operate or ensure fully functional Intruder Detection System			

	Unit Price Excluding VAT	VAT	Total Price Including VAT
Maintenance on Products Installed			
Monthly maintenance on the installed Intruder Detection Systems – Cameras, Brackets Cleaning of lenses, ensuring brackets are still fixed to the mounting and or wall. All products installed must be operational and functioning to the full capacity			
Quarterly maintenance on the installed Intruder Detection Systems – Cameras, Brackets Cleaning of lenses, ensuring brackets are still fixed to the mounting and or wall. All products installed must be operational and functioning to the full capacity			
Replacement of damages cable / wire per meter			

Access Control	Unit Price Excluding VAT	VAT	Total Price Including VAT
Biometric Reader - Fingerprints, Cards, Wiegand-In&Out, TCP/IP, RS485 & USB Host, Stand alone or network operation, Power 12VDC 3A with sensor cover, Compatible Indoor/Outdoor, with Software ZKAccess 3.5, ZKAccess 5.3,(Pullsdk) & Bioa Security 3.0(pullsdk) Equivalent to or better ZK F16 Fingerprint Reader Outdoor/Indoor			
Software : Equivalent to or better ZKAccess 3.5, ZKAccess 5.3,(Pullsdk) & Bio Security 3.0(pullsdk)			
Walk Through Scanner(metal detector) Up to 15 individual detection zones, touch screen display indicating the location of metal, audio alarms with zone pitch indication H-2080mm, W-920mm exterior Equivalent to or better : Autoclear Supersearch 6000			
Access Control : Door Locks			
Door Lock & Installation - Magnetic single Door Lock, 280kg linear thrust, 12VDC, 340mA, Dimensions L-238xW-45xH25mm Equivalent to or better Hikvision - DS-K4H258S			
Door Lock Bracket & Installation Magnetic Bracket for door lock to be compatible with door locked supplied Compatible with to or better Hikvision - DS-K4H258S			
Electric Lock Kits : Wooden Doors & Installation Lock opens with a single electric pulse and only resets once the door or gate has been opened and then closed .Complete electric lock Kit including electric strike Plug in transformer, Includes Mortice Lock with cylinder, electric strike, switch and 2 keys, Mortice Lock for metal gates. Equivalent to Fortis			
Electric Lock Kits : Metal Gates & Installation Lock opens with a single electric pulse and only resets once the door or gate has been opened and then closed .Complete electric lock Kit including electric strike Plug in transformer, Includes 60mm Brass night latch for wooden doors, electric strike, switch and 2 keys, Mortice Lock for Metal Gates. Equivalent to Fortis			
Electric Door Lock & Installation Magnetic Access Control, ID Card Password System / finger print System			
Safes			
Safes & Installation Tested & Certified EN14450-S2SABS Approved, Fitted with EN1300 double bitted key lock, 1 x adjustable Shelf, Weight-51kg, External Dimesions - H-470mm x W-490mm x D-410mm, Volume 43Lt Equivalent to or better : Eurolite Cat 1 SABS Safe ELFS45			

Maintenance Product Guarantees / Warrantees	Yes	NO
12-24 months guarantee/ warranty on the complete Access Control Systems – Locks, Doors, Electric Fencing etc		

Maintenance Product	Unit Price Excluding VAT	VAT	Total Price Including VAT
36 months Maintenance Plan for the complete Access Control Systems – Doors, Locks, cable/wiring etc. All products must be safe, operational, clean(lenses/sensors etc.) and functioning to the full required capacity. Ensuring products all fully working conditions at all times and reporting malfunctioning equipment			

Other Security Integrated Security Solutions	Unit Price Excluding VAT	VAT	Total Price Including VAT
Surveillance Software Software intelligence facial recognition, monitoring, intruder			
Off Site Control Room/Command Centre : Surveillance and Analytics in the Cloud(contractured supplier)			
24 hour Monitoring of Site Cameras above the offsite control room to all sites			
24 hour Technical Support Services to all sites			
Facial Collection & Recognition, Intruder Detection with Visual Verification, License Plate Detection,			
Immediate Alarm Call Out Responses(armed)			
Management Report Generation of incidents (daily, weekly, monthly, quarterly, annual)			
Integrated Services			
Investigation Managements Investigations, Taking Statements, Interviewing witnesses, Polygraph tests, Undercover Agents, Liaison with SAPS and Specialized units to ensure arrest and prosecution, Participate in court proceedings, Provide recommendations to prevent re-occurrence			
Risk Assessments on Quarterly Basis			
Trend Analysis			
Incident Management			
Profiling Persons of interest, vehicle etc.			
Processing Suspects Links, Clothing, Vehicles & Facial			

Integrated Services	Unit Price Excluding VAT	VAT	Total Price Including VAT
Other Services			
Sniffer Dogs for Detection of Drugs and or Crowd Control			
Rapid Response teams for Strike Action Mob type Demonstrations			
Public Notice Boards			
CCTV Camera / Surveillance Signs Size : A4 Sign Boards : 3mm - (3m) Konetex(PVC) "These premises are under 24hour CCTV Camera Surveillance" including little picture of CCTV Camera. Advertised in line with legislation and required notifications			
Operating Manual			
Supply hard & Soft copy format operating manual for Alarm System			

Other Security Integrated Security Solutions	Unit Price Excluding VAT	VAT	Total Price Including VAT
Supply hard & soft copy format operating manual for CCTV camera system			
Training on Site			
Training of operational staff / dedicated staff on the Alarm, CCTV, Access Control systems installed			

NOTE THE FOLLOWING: PRICE SCHEDULE MUST BE COMPLETED IN FULL AND CORRECTLY. FAILURE TO COMPLLETE WILL RESULT IN ELIMINATION.

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Signature

.....

Capacity / Position

Part 7 - PROPOSED PARTICIPATING HEALTH FACILITIES



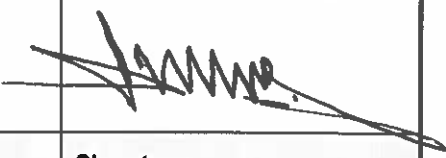
Facilities listed for Intruder Detection and Alarm Installations etc.

HEALTH FACILITY NAME Sub District A - CLUSTER 1
Empilweni TB Hosp
Kwazakhele CHC
Kwazakhele MOU
Motherwell CHC
Kwamagxaki Clinic
NU8 Motherwell
Dora Nginza Dental Clinic
Dora District Surgeon
Ikamveihle
Lunga Kobese
Veeplaas Clinic
Soweto Clinic
Kwazakhele Clinic
Max Madlingozi Clinic
Tandoxolo Clinic
NU-2 Clinic
NU-11 Clinic
Wells Estate Clinic
Tshangana Clinic
Zwide
New Brighton Clinic
New Brighton CHC
From Lilitha Graaff-Reinet
Emergency Services Training
Emergency Services
Port Elizabeth Medical Depot

HEALTH FACILITY NAME Sub District B - CLUSTER 2
Orsmond TB Hospital
Uitenhage Provincial Hospital
Leatitia Bam CHC
Middle Street Clinic
Leatitia Bam Rehab Centre
Rosedale Clinic
New Mabandla Clinic
Masakhane Clinic
Joe Slovo Clinic
Edameni
Park Centre
Gustav Lamour Clinic
Lukhanyo Clinic
Nomagesi Jayiya Clinic
du Preez Street Clinic
Silvertown Clinic
Isolomzi Clinic
Rocklands Clinic
Kruisrivier

HEALTH FACILITY NAME Sub District C - CLUSTER 3
Elizabeth Donkin Psych. Hospital
Lilitha Nursing College PE Campus
Lilitha Nursing College Graaff-Reinett Campus
Jose Pearson TB Hospital
Korsten CHC
Walmer 14th Ave Clinic
PE Central Psychiatric Clinic
PE Central CHC
Algoa Park Clinic
Bethelsdorp Clinic
Bloempark Clinic
Kwadwesi Clinic
Linton Grange Clinic
Schauder Clinic
Waltons District Office
Central Clinic
Chatty Clinic
Gqebera Clinic
Helenvale Clinic
Booyens Park Clinic
Gelvandale Clinic
Govan Mbeki Clinic
Missionval Clinic
West End CHC
District Office (Walton's Building)

DOCUMENT CONTROL SHEET

Revision		
Drafted By	Date:	Signature:
Ms. Calitz	01/10/2020	
Recommended Programme Manager :	by: Date:	Signature:
Mr. Gqotana	06 OCT 2020	
Approved Specification Committee	By: Date:	Signature:
Mr. Booysen	06 OCT 2020	
Advert Approved By: Snr Finance Manager	Date:	Signature:
Ms. Macingwane	06 OCT 2020	