

DANNHAUSER LOCAL MUNICIPALITY (KZ - 254)

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INVITATION TO TENDER

TENDER NUMBER: 06/02/2023

DESCRIPTION: APPOINTMENT OF SERVICE PROVIDERS INTO THE EXISTING PANEL ENDING ON 21/05/2026 FOR PROVISION OF SECURITY SERVICES

Bids are hereby invited in terms of section 18(a) of the Dannhauser Municipality's Supply Chain Management Policy together with section 83 of the Municipal Systems Act, No.32 of 2000, as amended and read together with sections 110,111 and 112 of the Municipal Finance Management Act No.56 of 2003 for Appointment of service providers into the existing panel ending on 21/05/2026 for provision of Security Services.

A NON-REFUNDABLE BID document fee of R250.00 is payable in cash at the cashier's office from 07H30 to 15H00 with lunch interval of 13H00 to 13H30 or via EFT as follows (Bank – ABSA, Account Holder - Dannhauser Municipality, Account No. 4108323641, Branch code - 632005 and Account type – Cheque Account or documents can be downloaded free from the municipal website www.dannhauser.gov.za or on E-Tender www.etenders.gov.za. Documents will be available from **25/03/2024**.

Criteria 1 - Administrative Requirements

- Bid submitted must be complete in all respects
- CIPC Registration certificate
- Central Supplier Database Registration

Criteria 2 - Mandatory Requirements

- Price(s) quoted must be firm and inclusive of VAT
- Price(s) quoted must be valid for at least One Hundred and Twenty Days (120) days after the bid closing date
- The service provider must provide and maintain public liability insurance upon award of the contract
- Municipal rates and taxes not in arrears for more than 3 months "on the award" - bidder to submit municipal rates account not older than 3 months/ Proof of residential address if residing in the non-rate paying area
- Tax Compliance Status "on the award" - bidder to submit Tax Pin for verification
- Bidder must not be employed in the service of the state "on the award"
- Bidder must not be listed in the Register for Tender Defaulters and/or listed on Restricted Suppliers "on the award"

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

Bidders must fill in the tender register stating the date and time when they submitted their tender, available at the tender box

The Municipality reserves the right to continuously update the panel list as and when required through a competitive bidding process.

The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or reject any tender or accept a part of it.

The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

Criteria 3 - Functionality / Technical Evaluation

Sub-Criteria	Description	Weightings
Proposal	The service provider must provide the DLM with a proposal with the following headings:	
Who is the service provider?	Company profile must be attached	5%
Compliance with regulations and standards	<p>The service provider must demonstrate how the following applicable legislation and standards is adhered to. e.g.</p> <ul style="list-style-type: none"> • Commencement Of the Private Security Industry Regulation Act, 2001 (Act No. 56 Of 2001) – Bidder to attach a letter of good standing from PSIRA and certificate from PSIRA = 2 points • No. 130 of 1993: Compensation for Occupational Injuries and Diseases Act as amended by Compensation for Occupational Injuries and Diseases Amendment Act, No 61 of 1997 - Bidder to attach a letter of good standing from the Department of Labour = 2 points • All security officers employed by the company must register as a security provider in terms of Section 20 of the Private Security Industry Regulation Act - Bidder to attach all Grade C certificates from PSIRA for all security officers = 2 points • No R. 1250: Basic Conditions of Employment Act: Sectoral Determination 6: Private Security Sector1997 - Bidder to attach an HR Plan that covers basic conditions of employment = 2 points • Control of access to public premises and vehicles Act 53 of 19851997 - Bidder to attach Access Control Plan = 2 points 	10%
Track record and Experience	<ul style="list-style-type: none"> • Five references of security services provided within the last six years <p>Five (5) references letters include appointment letters. to include company name, contact person and contact details (telephone number and e-mail)</p> <p>Bidders will score 4 points per project</p>	20%
Proposed methodology	Project plan = 5 point	10%
	Implementation plan = 5 point	

Sub-Criteria	Description	Weightings
Delivery Capacity <ul style="list-style-type: none"> • 2 or more Bakkies • Experience for Guards 	Bakkies (5 points): Owned Bakkies = 5 points (<i>attach Logbooks</i>) Leased Bakkies = 3 points (<i>attach lease agreement</i>) Tactical Enforcers for VIP personnel (5 points): Above 2 years' experience = 5 points Less than 2 years' experience = 3 points Security Guards with Grade C Certificates (5 points): Above 1 years' experience = 5 points Less than 1 years' experience = 3 points <i>Bidders to attach CV and certified copies of certificates</i>	15%
1 Control Room.	Physical assessment of: <ul style="list-style-type: none"> ➤ Security Uniform ➤ Peper Spray ➤ Torches on night shift ➤ Handcuffs ➤ Radios / walkie talkies ➤ Baton ➤ Logbooks to sign in and out 	10%
5 or more nine-millimeter pistols Firearms	Licenses and ballistic reports for all firearms must be attached. 2 points per License and ballistic report	10%
Armed response	The service provider must provide an armed response plan of within 35 km of its control room.	5%
First Aid	The service provider must provide a first aid certificate for one Tactical Enforcer for VIP personnel	10%
Performance and monitoring Plan	Attach supervisory plan	5%
Total		100%

All Bidders who score **LESS than (80% out of 100%)** on functionality including site visit will not be considered for further evaluation on Price and specific goals.

Criteria 4 - 80/20 PREFERENCE POINT SYSTEM

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

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
Pricing = 80		
Preference Goals 1: Specific goals Ownership (maximum points10) Enterprises must be at least 51% owned by: black people = 10 points Enterprises less than 51% owned by: black people = 5 points		CIPC registration certificate (Companies and Intellectual Property Commission) / Detailed CSD report / Certified copy RSA Identity document of the director(s).
Preference Goals 2: RDP (Reconstruction & Development Programme) Goals (Max points = 10) Enterprises address located within: Amajuba District = 10 points Enterprises address located within: Kwa- Zulu Natal = 5 points Enterprises address located outside: Kwa- Zulu Natal = 3 point		CSD / proof of municipal accounts/affidavit/proof of residence signed by ward Councillor (for those residing in rural areas)

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

Tenders must be submitted in a sealed envelope; clearly marked "**TENDER NO: 06/02/2023 Appointment of service providers into the existing panel ending on 21/05/2026 FOR PROVISION OF SECURITY SERVICES**" and must be deposited into the tender box situated at the security room of Dannhauser Municipal offices. Tenders should be received no later than **12H00** on **29/04/2024** where after bids will be opened in public. **Late, emailed or faxed bids will not be accepted.**

Any enquiries are to be directed to **Ms. Londiwe Ndlanzi Legal Admin, by email: Legal-Admin@dannhauser.gov.za** or Telephonically at **034 621 2666 ext. 722** or **Miss T Koza, SCM Accountant, by email: thandekak@dannhauser.gov.za** Telephonically: **034 621 2666 ext. 740** at **08 Church Street, Dannhauser**, during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.

**MS SITHOLE
MUNICIPAL MANAGER**