



**CITY OF TSHWANE METROPOLITAN MUNICIPALITY**

**ADVERTISEMENT: REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF INTRUDER DETECTION SYSTEMS (CLOSED CIRCUIT TELEVISION AND ARTIFICIAL INTELLIGENCE HARDWARE AND SOFTWARE DETECTION SYSTEM) AT CRITICAL INFRASTRUCTURE BELONGING TO THE CITY OF TSHWANE, INCLUDING SUBSTATIONS AND RESERVOIRS, FOR A PERIOD OF SIX MONTHS**

**QUOTATION NO: Q35-2023/24**

**NAME OF BIDDER:** .....

**CSD NUMBER:** .....

**VENDOR NUMBER** .....  
**(Compulsory)**

Prepared by:  
City of Tshwane  
Metropolitan Municipality  
Tshwane House  
320 Madiba Street  
PRETORIA  
0001  
Tel: (012) 358 9999

<b>CLOSING DATE</b>	<b>11 APRIL 2024</b>
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**Only bidders registered on the central supplier database and with CSD Number will be considered for this tender as it is a requirement from National Treasury.**



CITY OF TSHWANE  
METROPOLITAN MUNICIPALITY

DEPARTMENT: OFFICE OF THE CITY MANAGER: SDRR&I

**BIDS ARE HEREBY INVITED FROM SUPPLIERS FOR THE FOLLOWING BID:**

Bid No	Description	Dept.	Contact Officials	Compulsory Briefing Session	Closing date
Q35-2023/24	<b>REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF INTRUDER DETECTION SYSTEMS (CLOSED CIRCUIT TELEVISION AND ARTIFICIAL INTELLIGENCE HARDWARE AND SOFTWARE DETECTION SYSTEM) AT CRITICAL INFRASTRUCTURE BELONGING TO THE CITY OF TSHWANE, INCLUDING SUBSTATIONS AND RESERVOIRS, FOR A PERIOD OF SIX MONTHS</b>	OCM: SDRR &I	Josia Masenya  (012) 358 0658  <a href="mailto:josiasma@tshwane.gov.za">josiasma@tshwane.gov.za</a>  Nava Pillay  (012) 358 0979  <a href="mailto:navapi@tshwane.gov.za">navapi@tshwane.gov.za</a>	<b>Date: 3 April 2024</b> <b>Time: 10:00</b> <b>Venue: Sammy Marks</b>  Loft Offices  1st Floor  Boardroom 1	11 April 2024 at  10:00

**THE DOCUMENT IS DOWNLOADABLE ON E-TENDER**

Each Quotation shall be enclosed in a sealed envelope, bearing the correct identification details and shall be placed in the tender box located at:

**TSHWANE HOUSE  
320 MADIBA STREET  
PRETORIA  
0001**

Documents must be deposited in the bid box not later than **10:00 on the 11 April 2024** where bids will be opened in public.

**Technical enquiries:** Nava Pillayu at (012) 358 0979 or [navapi@tshwane.gov.za](mailto:navapi@tshwane.gov.za)

**Supply Chain enquiries:** Josia Masenya at (012) 358 0658 or [josiasma@tshwane.gov.za](mailto:josiasma@tshwane.gov.za)

**Bids will remain valid for a period of 90 days after the closing date**

- Received after the closing date and time will not be considered. CoT does not bind itself to accept the lowest or any other bid in whole or in part
- **Bid documents must be completed using a black pen (not re-typed or scanned)**
- Mistakes made on the price schedule must be crossed out in ink and each price alteration must be initialled.
- Price corrections may not be made with correction fluid, such as Tippex or a similar product.
- If correction fluid was used on any specific item price, such an item will not be considered. No correction fluid may be used on a bill of quantities where prices are calculated to arrive at a total amount. If correction fluid was used, the quotation as a whole will be repudiated.
- The Municipality will reject the quotation if corrections are not made in accordance with the above.

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## OFFICE OF THE CITY MANAGER

### **REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF INTRUDER DETECTION SYSTEMS (CLOSED CIRCUIT TELEVISION AND ARTIFICIAL INTELLIGENCE HARDWARE AND SOFTWARE DETECTION SYSTEM) AT CRITICAL INFRASTRUCTURE BELONGING TO THE CITY OF TSHWANE, INCLUDING SUBSTATIONS AND RESERVOIRS, FOR A PERIOD OF SIX MONTHS**

#### **BID NUMBER**

**Q35-2023-24**

#### **1. INTRODUCTION AND PURPOSE**

The purpose of this Bid is to appoint a service provider for the supply, delivery and installation of electronic systems (Closed Circuit Television (CCTV) system and Artificial Intelligence (AI) hardware and software detection system), at identified critical infrastructure belonging to the City of Tshwane, including substations and reservoirs, for a period of 6 months.

**The supply, delivery and installation of Early Intruder Detection Systems (CCTV with AI-hardware and software Detection System).**

#### **2. BACKGROUND**

Due to the high and continuous vandalism of electrical infrastructure in the country, which is impacting negatively on the economy and everyday users. The vandalism and theft results in repairs costing millions of rands.

Therefore the City of Tshwane Metropolitan Municipality needs to implement cost effective methods that may assist in reducing the number of electrical substations that are being vandalised.

#### **3. PROJECT SCOPE**

The installation of the Artificial Intelligence system, coupled with the Closed-Circuit Television (CCTV) cameras eliminates the need for additional perimeter early detection systems. The Closed-Circuit Television (CCTV) cameras are to be placed on high structures or roof structures, inside the premises and to be angled towards the perimeter of the premises. This allows the cameras to pick up any human and /or vehicle intrusions before they reach the perimeter fence. Once the image is caught on the camera, this is relayed to the authorized personnel and the reaction units, via the AI-hardware/software system.

The City of Tshwane does not undertake, explicitly or by implication that the actual quantity of work corresponds with the quantities. The City of Tshwane Metropolitan Municipality reserves the right to increase and/or decrease the number of sites.

The contract amount for the completed contract will be calculated from the actual quantities of work done and will be valued by applying the unit rates stipulated in the Bidder's Bill of Quantities (opposite every item on the BOQ). The total value amount quoted by the Bidder cannot be exceeded.

Prices for additional sites will be the same as per the existing sites.

### **3.1. AI (Artificial Intelligence) Detection System**

6-zone AI Detection System.

8-Zone AI Detection System.

It is compulsory to quote on both of the above systems for the supply, deliver and installation, including the required number of Closed-Circuit Television cameras.

Preference to be given to South African products. It is an AI-hardware device that monitors up to eight (8) CCTV cameras for human and or vehicle intrusion on a property or site, thus it monitors the camera feeds to detect human and or vehicle intrusion. If a human or vehicle is detected, an applicable Internet Messaging Application platform (APP) notification is sent to authorized users from the AI-hardware device. The Application must have the capability to transmit the signal/alarm notifications to several mobile phones, using one of the following: GSM, Wi-Fi, Radio, Control Rooms, fibre.

The AI detection system identifies the perpetrator – a human form or vehicle and cuts out 99 % of false alarms common to ordinary motion sensors.

The AI system must rule out alarm notification alerts for: leaves, pets, moving vegetation and insects (considered false alarms).

The AI system allows for REAL TIME DETECTION of potential threats allowing for immediate response and risk mitigation.

The AI-hardware and software constantly runs thousands of digital scans which enables it to accurately identify humans and/or vehicles. Thus, AI very

effectively replaces the work that would otherwise have to be done by a human being to constantly scan all eight (8) feeds coming in from the cameras.

The AI-hardware and software detection system must be able to send an alert to the authorized phone numbers if a human and or vehicle approaches the site. The alert will send a picture from the CCTV feed, with the human form and/or vehicle in a red circle. The authorized users will thus be able to identify whether the person on the camera feed is an intruder or not.

The AI-hardware and software detection system covers whatever area the CCTV footage covers. Once the CCTV cameras pick up any intrusion, including crawling, rolling, or any body parts (e.g. hand, back of head, etc.) the AI system must be able to transmit the image/s to the authorized users as alarm notifications.

The AI-hardware and software detection system transmit information using cellular technology, so the unit does not require line of sight to a satellite for position or communication, with necessary and relevant back-up systems.

If the affected site / property requires more than eight (8) cameras than an additional AI-hardware and software detection system will be needed per 8 camera set.

The AI-hardware and software detection system must have a built-in armed response function that enables the AI detection system to be integrated with the City of Tshwane Metropolitan Municipality's choice of security company. As this project is centred around community involvement, the localised Security Reaction Units and Community Policing Forums (CPFs) will be requested to volunteer their assistance in reacting to alarm notifications, notifying City of Tshwane Security and South African Police Services (SAPS).

However, the chosen security company must be able to sign up with AI-detection system Armed Response (to be able to receive alarm alerts and to respond accordingly).

The AI system does not stream any videos to any cloud or online system/s.

The AI detection system must be setup to:

- Automated schedules to activate or deactivate according to City of Tshwane Metropolitan Municipality schedules (as determined by authorized personnel). **See point 3.11. below.**
- Snooze the AI detection system alerts for a specified time. If a site is known to be targeted during the night or
- Set up automated schedules to activate or deactivate armed response according to preferred schedules.

- Enable or disable armed response (if the AI detection system is linked to security company). If at any time the City of Tshwane is not satisfied with the performance of the reaction services unit, the City can remove/disable that particular service provider. Or, if official work is being undertaken at the site, the authorized users will inform the reaction services unit not to respond and will also disable this function on the AI unit to cut off false alarm notifications to the reaction services unit.
- Add or remove more users on the AI detection system device. If at any time an authorized user resigns or leaves the function, it is easy to remove the person as an authorized user. The same will apply if the City of Tshwane is not satisfied with the performance of the listed authorized users. Similarly new users can be added on, once approval has been granted by the delegated City of Tshwane Metropolitan Municipality official.
- Ability to turn AI detection system on and off. If the authorized users are aware of work to be undertaken by City of Tshwane Officials or identifiable appointed service providers, the system can be tuned off for the period of time that the work needs to be completed, then turned back on after the stipulated time.
- Ability to record date, time, and day of incident and relay this information displayed on the images sent to authorized users.
- Take snapshot pictures off the camera feeds (images taken by the cameras relayed to the AI system). When a human being or vehicle is detected, by the AI system, the authorized users will receive a snapshot picture with a red circle around the intruder via the messaging application. This snapshot picture can also be displayed on an High Definition Multimedia Interface (HDMI) screen connected to the AI device, and verbal notification can be received through the AI device connected speaker.
- Mute and unmute the Universal Serial Bus (USB)-connected speaker. The AI device connector can be muted in case the authorized user does not want to be disturbed. However, instead of a loud notification alarm, he/she will receive a silent notification alert.
- Add or remover cameras on the AI detection system. The City of Tshwane Metropolitan Municipality must be able to decrease or increase the number of cameras installed on the site without affecting the quality of data or speed of the AI transmitter (e.g. if an 8- Zone AI system is used with only 6 cameras on site, the number of cameras can be increased to a maximum of 8; or the 6 cameras can be decreased).
- Additional security measures to be put in place for when new users are added. This may include restricting access to the detection system, notifications, etc.

The AI system must come with LAN and power cables.



### **3.2. Backup Power Supply**

24V 100aH Lithium-ion Batteries (minimum 5 years).

The size and quantity of batteries should be determined by the size of the substation and the number of cameras installed on a particular sight. price).

### **3.3. Micro GSM Commander 4G kit**

Must be able to:

- Receive SMSes on cell phones when zones have been triggered.
- Must be GPRS enabled.

The Kit must include:

- 2 x Inputs (not expandable)
- 2 x Outputs (not expandable)
- 10 statements.
- Minimum 16 messages.
- Minimum 128 numbers.
- Antenna 3dBI
- Power Supply and USB Cable.

The device must accept a SIM card from any network. The unit must accept SIM card that is on contract. The unit must automatically detect when the airtime on the SIM card is running low. The service provider must have a back-up system that will be able to transmit GSM signal, at the cost of the service provider.

The antenna to operate on 900MHz and 1800MHz frequency bands. The unit must be mounted indoors and is housed in a durable Acrylonitrile Butadiene Styrene (ABS) casing which has 4 protruding tabs, which allows it to be mounted firmly to any surface by means of screws.

The latest software for the unit (both human detection and vehicle detection) is supplied on an USB.

The unit is guaranteed for a period of 24 months against any defects in materials or workmanship. Should the product become defective during the guarantee period it will be replaced or repaired at the cost of the service provider. Maintenance of the systems to be done by the service provider, on a quotation basis, in consultation with the City of Tshwane Metropolitan Municipality: Shared Services.

### **3.4. IP65a 12/15 Charger.**

IP65a 12/15 Charger must include the following:

- Be water resistant.
- Seven step smart charge algorithm.
- Recovery of fully discharged 'dead' batteries.
- Automatic power supply function.
- Severe cold performance: down to - 30°C.
- Severe heat performance: up to 45°C.
- Several other battery life enhancing features.
- Low power mode to charge smaller batteries.
- Li-ion battery mode.
- Set-up and configure, readout of voltage and current by Bluetooth smart.

The chargers must be sized according to the size of the batteries and the number of cameras used.

### **3.5. Battery Guard Kit (12V 8A Kit)**

Battery protectors. This module cuts power to accessories if the battery voltage drops below the set minimum.

When the battery gets to 11v it switches of the system. Reason – batteries are expensive to replace. With the battery protector, the battery protector switches off the battery before it switches off completely.

### **3.6. Network Video Recorder (NVR)**

To operate the cameras in the City of Tshwane Metropolitan Municipality's network, the City must assign it a valid network IP address.

The Network Video Recorder must:

- Be an 8-channel recorder.
- Use battery backup.
- Runs off 48 volts,
- 2 terabyte special security disk Supports adaptive decoding.
- Scalability - If the 2-terabyte special security disk is insufficient, more surveillance storage will be required. This must be done in consultation with the City of Tshwane Metropolitan Municipality.
- Supports mainstream cameras of Open Network Video Interface Forum (ONVIF) and Real Time Streaming Protocols (RTSP).
- Supports H.264 / H.265 / Smart H.264 + / Smart H.265 + / MJPEG, H.265 auto switch.
- Remote surveillance, live view and video play on mobile phone APP.
- The 2 terabytes special security disk (surveillance hard drive) for the NVR is a surveillance storage that is built for 24/7 always on surveillance in high-definition security systems that use up to 8 hard drives and up to 32 cameras.

### 3.7. CCTV - Specifications

The CCTV cameras are positioned around the premises like the eyes of night watchmen so that they can survey all points where the premises might be breached by an intruder.

#### **Bullet Camera - 60 m**

2MP IP1920 (H) x 1080 (V) @ 25/30 fps Bullet Cameras; IP67; Smart H.265+; Smart H.264; 1/2.8" CMOS; ROM 128MB; RAM 128MB; Progressive Scanning; IR Illuminator On: 0 Lux; Built-in IR LED; max. illumination distance 60m IR 2.7mm-13.5mm; SMD Plus, 12 VDC/ PoE power supply; Colour 0.002 lux @ F1.5 (30IRE); flexible coding application to various bandwidth and storage environments; rotation mode; WDR, 3D NR, HLC, BLC, digital watermarking, applicable to various monitoring scenes; max. 256G Micro SD Card; built-in MIC; Zoom; Field of View- H:108° - 30° V:56° - 17° D:131° - 35°; IP67; Focal length 2.7mm – 13.5 mm; motorized lens; image rotation.

#### **Bullet Camera 30m**

2MP 1/2.7"2 CMOS 1920 (H) x 1080 (V) @ 25/30 fps Bullet Camera; IP67; Smart H.265+; Smart H.264+; focal length 3.6mm; ROM 128MB; RAM 128 MB; Progressive scanning system; Min. Illumination 0.005 [Lux@F1.6](#) Field of View Horizontal 91.0° x Vertical 48.0° x Diagonal 109.0°; Smart H.265+; Smart H.264+; WDR, 3D NR, HLC, BLC; image rotation; 256G Micro SD Card; 12 VDC/PoE power supply; motorized lens; rotation mode.

- The network camera must be equipped with an advanced learning algorithm.
- Must incorporate intelligent features like perimeter protection and smart motion detection.
- Must deliver superior image quality even in low-light conditions.
- Smart Motion Detection (SMD) technology which employs an intelligent algorithm to categorize motion-triggered targets, filtering out alarms from non-relevant sources. This ensures effective and accurate motion detection alerts.
- Must recognize humans and vehicles in restricted areas, false alarms from intelligent detection based on target types (e.g. tripwire, intrusion) are significantly reduced.
- Must have an advanced Wide Dynamic Range (WDR) technology in the network cameras to ensure clear details in environments with strong brightness contrast. The camera delivers clear video in high brightness conditions or areas with backlight shadows.

- The network camera to deliver a range of security technologies, including security authentication and authorization, access control protocols, trusted protection, encrypted transmission, and encrypted storage. These measures enhance the camera's defense against external cyber threats and prevent compromises by malicious programs.
- IP67: The camera must have undergone rigorous tests for dust and water resistance, achieving dust-proof functionality. It must be able to operate normally after soaking in 1-meter-deep water for 30 minutes.
- Wide voltage: the camera tolerates  $\pm 30\%$  input voltage fluctuations making it suitable for outdoor environments with unstable voltage conditions.
- Smart H.265+ and Smart H.264+ - smart encoding technology, utilizing an advanced scene-adaptive rate control algorithm, achieving higher encoding efficiency compared to H.265 and H.264. This results in high-quality video, reducing storage and transmission costs.
- Abnormality detection: motion detection, video tampering, audio detection, no SD Card, SD card full, SD card error, network disconnection, IP conflict, illegal access, and voltage detection.
- The cameras must detect intrusion (human and vehicle) illumination distance of 30 m – to 60m, to pick intrusion before reaching critical infrastructure).

### **3.8. 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.

### **3.9. Cabinet**

The steel lockable cabinet must be large enough to fit the 2 batteries. Required size: 600 x 800 x 250.

### **3.10. Storage of Data**

The AI hardware/software system stores data for approximately two (2) weeks (depending on the number of images taken and relayed via the messaging application to the authorized users).

In order to store data, medium-to-long-term, it is recommended that a 2-terabytes special security disk (surveillance hard drive) for the NVR is used as a surveillance storage that is built for 24/7 always on surveillance in high-definition security systems that use up to 8 hard drives and up to 32 cameras.

Together with the evidence provided by the reaction units, the stored data will assist with prosecution when and if, the perpetrator/s are caught.

### **3.11. Detection of Human and or vehicles (Officials)**

As mentioned in 3.1. above the AI detection system must be setup to Automate schedules to activate or deactivate according to City of Tshwane Metropolitan Municipality schedules (as determined by authorized personnel). Any movement during the day or night will be detected. However, if any official has to undertake work on the protected premises, the official's image will be sent to authorized users as an intrusion. Once the authorized user is satisfied that the person is an official and required to perform work at the said premises. The official undertaking work on the premises will be requested to provide a timeframe for his/her work completed.

The authorized user can either reject or approve the request. The authorized user will then inform the reaction unit not to respond to the alarm notification. The authorized user will still be able to view the presence of the official (only on the outside of the building).

## **4. DELIVERABLES**

The supply, delivery and installation of the full system (AI and CCTV) must not exceed one (1) month, from the date of appointment. Should the appointed service provider default (poor performance, not meeting agreed upon time frames or poor quality workmanship), the City of Tshwane will immediately apply a penalty (compensation to be made to the City for not meeting deadlines, remove poor quality product and replace with quality product as approved by the City, or terminate the contract and appoint the 2<sup>nd</sup> (second) bidder on list of bidders for this Request for Quotation.

### **4.1. Information to be provided by the bidder.**

4.1.1 A brochure of the type of equipment to be installed and alarm monitoring system that will be used must accompany the Request for Quotation documents.

4.1.2. Referral contact details.

4.1.3. Proof of SAIDSA registration of the bidder must be submitted with the bid.

4.1.4. Warrantee on products.

4.1.6. Original Equipment Manufacturer certificate (OEM).

4.1.5. Failure to submit any supporting documents will result in your bid being disqualified.

#### **4.2. Communication and Response to Incidents**

4.2.1. All communications and responses to incidents will be dealt with via the applicable Internet Messaging Application platform (which must have the capability to transmit the signal to several mobile phones).

4.2.2. The City will indicate the list of authorized City of Tshwane Metropolitan Municipality personnel who will be notified via the chosen Messaging Platform. The service provider of the AI system will then upon load this information onto the AI system. The City will submit this information to the appointed AI service provider, in writing.

4.2.3. The City will need to inform the appointed service provider as to which security companies will be responsible for reaction to incident reports. This information will be the be uploaded to the AI system.

#### **4.3. Control Room Integration**

The AI and CCTV systems must be capable of integrating to the City of Tshwane Metropolitan Municipality's Control Room and mobile phones.

#### **4.4. Ownership of AI AND CCTV systems**

The transfer of ownership of the AI system (including the software) will be to the City of Tshwane Metropolitan Municipality, on the end of the retention period.

#### **4.5. Removal of Equipment at the end or during the contract**

No equipment shall be removed from any installation.

Only temporary installed equipment will be permitted to be removed and communication sim cards provided by the Service Provider, but only with prior written permission from the City of Tshwane.

#### **4.6. Maintenance and Operating Manuals**

Detailed, comprehensive operating / fault finding / maintenance manuals shall be made available in regards with the security systems, surveillance systems, etc. and software to be used.

#### **4.7. Meetings**

The Service provider will be required to attend meetings for the duration of this contract as and when required. It will be compulsory for the person who is normally in charge of the work on site as well as the responsible person for this contract to be present at each meeting.

In the case where Joint Ventures are formed it will be required that representatives of the different companies attend the meetings as well and not only the leading party.

#### **4.8. Offered Rates**

Bids are to be provided on a rate basis according to the schedule of prices of this document.

Rates should include all overhead costs, transport, resources and any expenses required.

All Bid rates shall include required resources to execute that specific task / service successfully and to the highest standards, this should include and is not limited to the following, unless specifically required / mentioned:

- All labor required at all skilled and unskilled working levels.
- Specialized skills (technicians, inspectors, etc.)
- Required transport / travelling from Tshwane House to the affected site.
- Required equipment, tools, and machinery.
- PPE (Personal Protective Equipment)
- Supervision plus Project Management (as and when required)
- Required compiling of administrative and technical documents / certificates / reports / quotations
- Required / Relevant Inspections and Site Visits not specifically mentioned.
- Communication and any other head office requirements to make this project a success.
- Connection to the fiber. Installation of fiber will be done by the City of Tshwane Metropolitan Municipality.

NB: Call out costs are to be included in the contract fee, with no limitation. No additional fees (including Extra Response Billing) may be charged outside the quoted price of the contract.

The cost for all items quoted herein shall remain firm for the first year of the contract.

Costs for succeeding years and any for extension of term shall be subject to statutory increases / adjustments as per the relevant legislation.

Any requested cost increase shall be fully documented and submitted to The City of Tshwane Metropolitan Municipality: Finance Department – Supply Chain Management Services Division, at least sixty (60) days prior to the contract anniversary date.

#### **4.9. Designated Representative/s of City of Tshwane**

The duties of the designated representative of the City of Tshwane will be to control the performance of the operations, to examine materials and equipment to be used and to check on the quality of the workmanship carried out in the operations.

The Executive Specialist (Office of the City Manager) or a designated person nominated by the Executive Specialist will be the representative from the City of Tshwane.

#### **4.10. Bidder's Proposed Implementation Plan**

The Bidder must provide a detailed proposal of the methodology / approach to be used to carry out the scope of work outlined above (with supply, delivery and installation not exceeding one month from date of appointment), at the closing date and time of the Request for Quotation (RFQ).

#### **4.11. Acts, Standards, Regulations and Codes of Practice**

- ❖ Where reference is made to any Code of Practice or Standard Specification the latest amendment or edition shall apply. Bidders shall ensure that they are acquainted with the contents of such documents.
- ❖ Comply with the South African Intruder Detection System (SAIDSA) Regulations.
- ❖ Be registered with the Private Security Industry Regulatory Authority (PSIRA) for Manufacturers, Importers and Distributors of monitoring devices, Installers of Security Equipment (including, satellite tracking devices, CCTV and other monitoring devices, devices used for intrusion detection, access control, etc.), Persons repairing/servicing security equipment, monitoring signals of electronic security equipment, amongst others.
- ❖ The solution complies with the following Standards.
  - SABS (SANS) Accreditation for Installation 10142

### **5. General**



All equipment and accessories must be available for inspection and approved by the Head of Department / Divisional Head / Designated Representative of the City of Tshwane Metropolitan Municipality.

Bidders are bound by the specifications, prices, terms, and conditions stipulated in this Tender.

It is the responsibility of the service provider to make him or herself familiar with the by-laws of the City of Tshwane.

Service Providers will be required to complete a document that will exempt the City of Tshwane of any incident, accident or any loss or damages caused by your company or its workers; this will also mean that you will take full responsibility for your work and the people under your control. This document will be completed before you commence your work.

The City of Tshwane cannot give any indication of the amount of work which will be executed under this contract.

The service provider shall at his/her own expense comprehensively insure him/herself during the period of contract including, against all losses, injury, damages or claims which may occur due to the execution of the contract or any order there-under. Risks included shall be those due to internal civil commotion, enemy action, or Acts of God.

## **6. VALIDITY PERIOD**

The validity period for the tender after closure is 90 days.

## **7. STAGES OF EVALUATION**

This bid will be evaluated in three stages and the stages are as follows:

Stage 1: Administrative Compliance

Stage 2: Mandatory requirements

Stage 3: Preferential Point System

### **Stage 1: Administrative Compliance**

All the bids will be evaluated against the administrative responsiveness requirements as set out in the list of returnable documents.

Compulsory Returnable Documentation (Submission of these are compulsory)	Submitted (YES or NO)	Checklist (Guide for Bidder and the Bid Evaluation Committee)
a) To enable The City to verify the bidder's tax compliance status, the bidder must provide; <input type="checkbox"/> A copy of their Tax Clearance Certificate (TCS); or <input type="checkbox"/> Indicate their tax compliance status PIN.		TCS must be in the same business name as the bidding company. TCS must be valid. Tax status must be compliant before the award.
b) a copy of their Central Supplier Database (CSD) registration; or indicate their Master Registration Number / CSD Number;		CSD must be valid. Tax status must be compliant before the award.
c) Confirmation that the bidding company's rates and taxes are up to date: • Original or copy of Municipal Account Statement of the Bidder (bidding company) not older than 3 months and account must not be in arrears for more than ninety (90) days; or signed lease agreement. <b>In case of bidders located in informal settlement, rural areas or areas where they are not required to pay Rates and Taxes a letter from the local councilors confirming they are residing in that area</b>		Was a Municipal Account Statement or landlord letter provided for the bidding company? The name and / or addresses of the bidder's statement correspond with CIPC document? Are all payment(s) up to date (i.e. not in arrears for more than 90 days)?
d) Duly Signed and completed MBD forms (MBD 1, 4,8 and 9) The person signing the bid documentation must be authorised to sign on behalf of the bidder. Where the signatory is not a Director / Member / Owner / Shareholder of the company, an official letter of authorization or delegation of authority should be submitted with the bid document.  <b>NB: Bidders must ensure that the directors, trustees, managers, principle shareholders, or stakeholders of this company declare any interest in any other related companies or business whether or not they are bidding for this contract. <u>See Question 3.14 of MBD 4. Failure to declare interest will result in a disqualification</u></b>		All documents fully completed (i.e. no blank spaces)? All documents fully signed? Signature authorised (any director / member / trustee as indicated on the CIPC document, alternatively a delegation of authority would be required)? Documents completed in black ink (i.e. no "Tippex" corrections, no pencil, no other colour ink, or <b>none submission of the above</b> , will be considered)?
e) Joint Ventures (JV) – (Only applicable when the bidder tender as a joint venture) • Where the bidder bid as a Joint Ventures (JV), the required or relevant documents as per (a) to l above must be provided for all JV parties. • In addition to the above		If applicable. JV agreement provided? JV agreement complete and relevant? Agreement signed by all parties? All required documents as per (i.e. a to

<b>Compulsory Returnable Documentation (Submission of these are compulsory)</b>	<b>Submitted (YES or NO)</b>	<b>Checklist (Guide for Bidder and the Bid Evaluation Committee)</b>
<p>the bidder must submit a Joint Venture (JV) agreement signed by the relevant parties.</p> <ul style="list-style-type: none"> <li>• Note: It is a condition of this bid that the successful bidder will continue with same Joint Venture (JV) for the duration of the contract, unless prior approval is obtained from The City.</li> </ul>		<p>e) must be provided for all partners of the JV.</p>
<p>Bidder attended a compulsory briefing session where applicable</p>		<p>A compulsory briefing register must be signed by the bidder.</p> <p><b>Bidders will be disqualified should they fail to attend compulsory briefing session</b></p>
<p>Pricing schedule (All items must be quoted for in pricing schedule and if not all items are quoted the bidder will be disqualified). Unless the tender is awarded per item or per section where the bidder only quoted the items or sections they are interested in.</p>		<p>Incomplete pricing schedule results in totals being incomparable. Bidder must be disqualified.</p> <p><b>Bidder will be disqualified should they make corrections on the price schedule without attaching a signature thereto.</b></p> <p><b>Bidder will be disqualified should they use tippex/ correction ink, on the price schedule.</b></p>

## Stage 2: Mandatory Requirements

The service provider must submit the following with the BID:

- a. Company Registration. The service provider must be registered with South African Intruder Detection Services Association (SAIDSA). Attach proof of registration.
- b. Private Security Industry Regulatory Authority (PSIRA) for Manufacturers, Importers and Distributors of monitoring devices, Installers of Security Equipment (including, satellite tracking devices, CCTV and other monitoring devices, devices used for intrusion detection, access control, etc.), Persons repairing/servicing security equipment, monitoring signals of electronic security equipment, amongst others. Act 56 of 2001, Section 20. Attach proof of registration.

- c. Bidder to provide a letter confirming OEM Status. Valid letter from OEM giving rights to a distributor or supplier to distribute or resell. Or a valid letter from an authorized distributor to the reseller within the boundaries. The letter must not be older than one (1) year from closing date of bid, must be on the letterhead of the OEM and signed by an authorized official.
- Proof that the solution complies with the following Standards.
    - o SABS (SANS) Accreditation: 10142
- d. Payment for services rendered will only be made after commissioning and issuing of Completion certificates (signed by all parties). This will serve as evidence to be attached to tax invoices.
- e. Bidders must demonstrate an in-dept experience (5 years or more) and expertise in the installation of CCTV systems and AI detection systems within the Government and / or Private Sector. Reference letters from previous clients must be in a previous client letterhead with the following information:
- Project description
  - Client name and contact details.
  - Services provided.
  - Contract value and duration.
  - Performance of the service provider per service/s rendered.
- The reference letter/s must be relevant to the Bid.
- f. Brochure of the type of equipment to be installed and alarm monitoring system that will be used must accompany the tender documents.

**Failure to submit the above will result in immediate disqualification.**

### **Stage 3: PREFERENCE POINT SYSTEM**

The preferential points to be used will be the 80/20 points system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) Regulations 2022.

- 80 points for price
- 20 points for specific goals

Specific goals	80/20 preference point system	Proof of specific goals to be submitted
BB-BEE score of companies <ul style="list-style-type: none"> <li>• Level 1</li> <li>• Level 2</li> <li>• Level 3</li> <li>• Level 4</li> <li>• Level 5</li> <li>• Level 6</li> <li>• Level 7</li> <li>• Level 8</li> <li>• Non-compliant</li> </ul>	<ul style="list-style-type: none"> <li>• 8 Points</li> <li>• 7 Points</li> <li>• 6 Points</li> <li>• 5 Points</li> <li>• 4 Points</li> <li>• 3 Points</li> <li>• 2 Points</li> <li>• 1 Point</li> <li>• 0 Points</li> </ul>	Valid Certified copy of BBEE certificate. Sworn Affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises or CIPC BBEE certificate.
EME and/ or QSE	2 Points	Valid Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises or CIPC BBEE certificate
At least 51% of Women-owned companies	2 Points	Certified copy of Identity Document/s <b>and</b> proof of ownership (Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)
At least 51% owned companies by People with disability	2 Points	Medical Certificate with doctor's details (Practice Number, Physical Address, and contact numbers) and proof of ownership (Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)
At least 51% owned companies by Youth	2 Point	Certified copy of Identity Document/s <b>and</b> proof of ownership (Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)
Local Economic Participation <ul style="list-style-type: none"> <li>• City of Tshwane</li> <li>• Gauteng</li> <li>• National</li> </ul>	4 Points 2 Points 1 Point	Municipal Account statement/Lease agreement.

## 8. PRICING SCHEDULE

### 8.1. Large Substations

SECTION	DESCRIPTION	UNIT	AMOUNT (EXCL VAT)	
			R	c
<b>1</b>	<b>Large Substation (per site)</b>			
1.1.	15 Amp Plug	3		
1.2.	4 x 4 Plug Box	1		
1.3.	Cabtyre	5		
1.4.	Steel Cabinet 66 x 800 x 250 (lockable)	1		
1.5.	Glands	4		
1.6.	Finger trunk	2		
1.7.	Lithium-ion battery 24V 100Ah	2		
1.8.	IP65a 12/15 Charger	2		
1.9.	148A Battery protectors	2		
1.10.	Micro Instruments DC smart 24 Dc to Dc	1		
1.11.	Power box Outdoor POE Router 5Gb	1		
1.12.	AI-hardware (including software) detection system 8 channel	1		
1.13	AI-hardware (including software) detection system USB 2 channel Relay	1		
1.14.	V8 Micro GSM Commander	1		
1.15.	Network Video Recorder (NVR) 8 port	1		
1.16.	Surveillance ICT-AHD2TBS Disk Driver 2TB	1		
1.17.	Bullet Camera 60m (refer to Specification 3.7.)	8		
1.18.	Plastic OBO mounting box 100 x 100 x 70	8		
1.19.	Consumables			
1.20.	Labor – configuration and build of box	1		
1.21.	Labour – connection to Fiber	1		
<b>TOTAL EXCL VAT</b>				

## 8.2 Medium to large Substations

SECTION	DESCRIPTION	UNIT	AMOUNT (EXCL VAT)	
			R	c
<b>2</b>	<b>Medium to Large Substation (per site)</b>			
2.1	15 Amp Plug	3		
2.2.	4 x 4 Plug Box	1		
2.3.	Cabtyre	5		
2.4.	Steel Cabinet 66 x 800 x 250 (lockable)	1		
2.5.	Glands	4		
2.6.	Finger trunk	2		
2.7.	Lithium-ion battery 24V 100Ah	2		
2.8.	IP65a 12/15 Charger	2		
2.9.	148A Battery protectors	2		
2.10.	Micro Instruments DC smart 24 Dc to Dc	1		
2.11.	Power box Outdoor POE Router 5Gb	1		
2.12.	AI-hardware (including software) detection system 8 channel	1		
2.13	AI-hardware (including software) detection system USB 2 channel Relay	1		
2.14.	V8 Micro GSM Commander	1		
2.15.	Network Video Recorder (NVR) 8 port	1		
2.16.	Surveillance ICT-AHD2TBS Disk Driver 2TB	1		
2.17.	Bullet Camera 60m (refer to Specification 3.7.)	1		
2.18.	Bullet Camera 30m (refer to Specification 3.7.)	4		
2.18.	Plastic OBO mounting box 100 x 100 x 70	8		
2.19.	Consumables			
2.20.	Labor – configuration and build of box	1		
2.21.	Labor – connection to fibre	1		
<b>TOTAL EXCL VAT</b>				

**NB: THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE THE QUANTITIES OF PRODUCTS OR SERVICES SUBJECT TO BUDGET AVAILABILITY.**

### 8.3 SUMMARY OF PRICING SCHEDULE

DESCRIPTION	TOTALS EXCL VAT	
	R	C
Large Substations		
Medium to large Substations		
TOTALS EXCL VAT		
VAT @ 15%		
TOTALS INCL VAT		

### 9. MARKET ANALYSIS

The city of Tshwane reserves the right to conduct market analysis. Should the city exercise this option, where a tenderer offers a price that is deemed not to be viable to supply goods or services as required, written confirmation will be made with the tenderer if they will be able to deliver on the price, if a tenderer confirm that they cannot, the tenderer will be disqualified on the basis of being non-responsive. If they confirm that they can deliver, a tight contract to mitigate the risk of non-performance will be entered into with the service provider. Further action on failures by the supplier to deliver will be handled in terms of the contract including performance warnings and listing on the database of restricted suppliers.

The city further reserves the right to negotiate a market related price with a tenderer scoring the highest points. If the tenderer does not agree to a market-related price, the city reserves the right to negotiate a market-related price with the tenderer scoring the second highest points, if the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points. If a market-related price is not agreed, the city reserves the right to cancel the quotation.



**MBD1  
COMPULSORY  
PART A  
INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)</b>					
QUOTATION NUMBER:	Q35-2023/24	CLOSING DATE:	11 April 2024	CLOSING TIME:	10:00
DESCRIPTION	ADVERTISEMENT: REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF INTRUDER DETECTION SYSTEMS (CLOSED CIRCUIT TELEVISION AND ARTIFICIAL INTELLIGENCE HARDWARE AND SOFTWARE DETECTION SYSTEM) AT CRITICAL INFRASTRUCTURE BELONGING TO THE CITY OF TSHWANE, INCLUDING SUBSTATIONS AND RESERVOIRS, FOR A PERIOD OF SIX MONTHS				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
<b>Tshwane House</b>					
<b>Supply Chain Management</b>					
<b>320 Madiba Street</b>					
<b>Pretoria</b>					
<b>GPS coordinates: 25.74445°S, 28.19361°E</b>					
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3 ]	
SIGNATURE OF BIDDER	.....	DATE			
CAPACITY UNDER WHICH THIS BID IS SIGNED					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT	Supply Management	Chain	CONTACT PERSON	Nava Pillay	
CONTACT PERSON	Josia Masenya				
TELEPHONE NUMBER	(012) 358 0658		TELEPHONE NUMBER	(012) 358 0979	
			E-MAIL ADDRESS	<a href="mailto:navapi@tshwane.gov.za">navapi@tshwane.gov.za</a>	
E-MAIL ADDRESS	<a href="mailto:josiasma@tshwane.gov.za">josiasma@tshwane.gov.za</a>				

**MBD1  
COMPULSORY  
PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</b>
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

**MBD 4  
COMPULSORY**

**DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number: .....

3.3 Position occupied in the Company (director, trustee, hareholder<sup>2</sup>):.....

3.4 Company Registration Number: .....

3.5 Tax Reference Number:.....

3.6 VAT Registration Number: .....

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars. ....  
.....

<sup>1</sup>MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

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

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

3.9.1 If yes, furnish particulars.....

.....

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

3.10.1 If yes, furnish particulars.

.....

.....

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

3.11.1 If yes, furnish particulars

.....

.....

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

3.12.1 If yes, furnish particulars.

.....

.....

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

3.13.1 If yes, furnish particulars.

.....

.....

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

3.14.1 If yes, furnish particulars:

.....

.....

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

<b>Full Name</b>	<b>Identity Number</b>	<b>State Employee Number</b>

.....  
**Signature**

.....  
**Date**

.....  
**Capacity**

.....  
**Name of Bidder**

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

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

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

**1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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

- a) The applicable preference point system for this tender is the **80/20** preference point system.

- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.

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

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps = 80} \left( \mathbf{1 - \frac{Pt - P_{min}}{P_{min}}} \right) & \mathbf{or} & \mathbf{Ps = 90} \left( \mathbf{1 - \frac{Pt - P_{min}}{P_{min}}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps = 80} \left( \mathbf{1 + \frac{Pt - P_{max}}{P_{max}}} \right) & \mathbf{or} & \mathbf{Ps = 90} \left( \mathbf{1 + \frac{Pt - P_{max}}{P_{max}}} \right) \end{array}$$

Where

$P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = Price of highest acceptable tender

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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



Specific goals	80/20 preference point system	Number of points claimed (80/20 system) (To be completed by the tenderer)
BB-BEE score of companies <ul style="list-style-type: none"> <li>• Level 1</li> <li>• Level 2</li> <li>• Level 3</li> <li>• Level 4</li> <li>• Level 5</li> <li>• Level 6</li> <li>• Level 7</li> <li>• Level 8</li> <li>• Non-compliant</li> </ul>	<ul style="list-style-type: none"> <li>• 8 Points</li> <li>• 7 Points</li> <li>• 6 Points</li> <li>• 5 Points</li> <li>• 4 Points</li> <li>• 3 Points</li> <li>• 2 Points</li> <li>• 1 Point</li> <li>• 0 Points</li> </ul>	
EME and/ or QSE	2 Points	
At least 51% of Women-owned companies	2 Points	
At least 51% owned companies by People with disability	2 Points	
At least 51% owned companies by Youth	2 Point	
Local Economic Participation <ul style="list-style-type: none"> <li>• City of Tshwane</li> <li>• Gauteng</li> <li>• National</li> </ul>	4 Points 2 Points 1 Point	

**N.B** For points to be allocated as per above the tenderers will be required to submit proof of documentation as evidence for claims made. Any tenderer that does not submit evidence as stated in the bid document to claim applicable points will be allocated zero points.

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

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

State Owned  
Company [TICK  
APPLICABLE BOX]

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
- i) The information furnished is true and correct;
  - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
  - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
  - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
    - (a) disqualify the person from the tendering process;
    - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
    - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
    - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
    - (e) forward the matter for criminal prosecution, if deemed necessary.

.....

**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....

.....

**CONTRACT FORM: PURCHASE OF GOODS/WORKS**

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

**PART 1 (TO BE FILLED IN BY THE BIDDER)**

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to **CITY OF TSHWANE MUNICIPALITY** in accordance with the requirements and specifications stipulated in bid number **Q35-2023/24** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder’s past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

WITNESSES	
1.	.....
2.	.....
DATE:	.....

**CONTRACT FORM: PURCHASE OF GOODS/WORKS**

**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I ..... in my capacity as ..... accept your bid under reference number ..... dated..... for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1. ....

2. ....

DATE: .....

**COMPULSORY  
DECLARATION OF BIDDER'S PAST SUPPLY CHAIN  
MANAGEMENT PRACTICES**

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

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

4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

**CERTIFICATION**

**I, THE UNDERSIGNED (FULL NAME) .....**  
**CERTIFY THAT THE INFORMATION FURNISHED ON THIS**  
**DECLARATION FORM TRUE AND CORRECT.**

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> 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).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
  
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
  
- 4 This MBD 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 (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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 Municipality / Municipal Entity)

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

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

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> 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.

<sup>3</sup> 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

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