

**QUESTIONS AND ANSWERS: BID NUMBER: SASSA-01-24-CS-NC**

<b>TOPIC 1: Annexure A -Pricing Schedule</b>			
<b>Section</b>	<b>Requirement</b>	<b>Question</b>	<b>Responses</b>
Annexure A - Pricing Schedule	<b>Annexure A</b> - Detailed Listing of SASSA Offices and Security Personnel Requirements Pricing Schedule.	Price Per Officer? The Bidder has noticed that the total number of employees required for the project is 164, but the document indicates a higher number of employees than needed. ?	<p>The number of security guards required is 164, for a 7 days per week. The guards work on a rotational scale 24-hour shifts, seven days a week including weekends.</p> <p>Annexure A indicates how many guards from the 164 will be needed for weekday shifts and weekend/public shifts for both night and day shifts.</p> <p>Service providers need to provide pricing for 164 guards taking into account the above.</p> <p>The Service Provider will manage 164 Guards through its' own Shift Roster as per the required guards on site per shift.</p>



**TOPIC 2: SUBCONTRACTING AND RELATED ASPECTS**

Section	Requirement	Question	Responses
Paragraph 5.7 Sub-Contracting On page 09 of the TOR.	Sub-contracting	In a case of joint venture or consortium, what are the administrative and compliance requirements	<p>There two types of joint ventures or consortium:</p> <ul style="list-style-type: none"> <li>• Incorporated; should be registered with CIPC and should comply with all mandatory and administrative compliance requirements.</li> <li>• Unincorporated; governed by a duly signed agreement between all parties involved.</li> </ul> <p><b>Joint Ventures/Consortiums</b></p> <p>a) If bidders submit a proposal as a Joint Venture or Consortium, they must submit concrete proof of the existence of joint ventures and/or consortium arrangements. SASSA will accept agreements duly signed by all parties to the contract as well as witnesses as acceptable proof of the existence of a joint venture and/or consortium arrangement.</p> <p>b) The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the parties in the joint venture and or consortium. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other</p>



			<p>party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.</p> <p>c) Standard bidding documents (SBD) forms and proof of registration as required in mandatory paragraph must be fully completed and submitted by each company.</p> <p>d) A consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits an originally certified joint B-BBEE status level certificate issued by SANAS or any other accredited provider, and combined affidavit where applicable as per the DTIC requirements.</p>
<b>TOPIC 3: MANDATORY AND ADMINISTRATIVE COMPLIANCE</b>			
<p>Phase One: Mandatory Compliance &amp; Phase three: Administrative Compliance</p>	<p>All certificates and letters of good standing must be valid on closing of the bid</p>	<p>Which documents must be certified</p>	<ul style="list-style-type: none"> <li>• Municipal Account/lease agreement</li> <li>• PSIRA Registration</li> <li>• Company Directors' registration with PSIRA</li> <li>• Company director's identification document</li> <li>• UIF Registration Certificate</li> <li>• COIDA certificate or letter of good standing</li> </ul>



<b>TOPIC 4: SPECIAL CONDITIONS OF CONTRACT (SCOC)</b>			
<b>7. SPECIAL CONDITIONS OF CONTRACT (SCOC)</b>	7.29 Where practically possible, local labour (i.e. Security Guards) should be sourced or appointed where services are rendered. SASSA will verify and negotiate same with the successful bidder.	Why must service providers appoint Guards already employed by SASSA? It seems like a trend in all Departments to expect of service providers to do this. It might be problematic in that for example, a Guards might have been employed for 5 years or longer by a previous service provider, have established relationships with the Security Manager in the Department and has become entitled due to these relationship, then does not comply or do their job because of this entitlement; this creates problems for the new service provider to manage the new contract.	SASSA notes and accept this risk as a Familiarity Threat; and as such, does not prescribe to service providers who to appoint or not. The plea here is to consider and employ local labour, so as to manage unemployment in the Northern Cape which is on the rise; and not necessarily Security Guards employed by SASSA. The onus purely rests with the service provider to screen applicants for the requisite qualifications, certifications, skills, experience and other competencies etc. as per the service provider's response to the bid and recruitment criteria. SASSA merely wants to ensure that local labour is employed, thus the verification and negotiation condition.



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