

ADVERTISEMENT



Invitation to Submit Bids

Bid Number: SAMRC/FM/PPSG/2025/08

Provision of Physical Security at the SA Medical Research Council- Pretoria Site

The South African Medical Research Council (SAMRC) invite bids from suitably qualified, **registered, accredited, and experienced** physical security and guarding companies to provide security and guarding, and possibly CCTV control room operation services at SAMRC premises in Pretoria-Gauteng. Prospective bidders must have an **Operational office that is located within SAMRC in Pretoria Site** and provide sufficient documentation as requested in the bid document to support their bid and have valid and active registration with PSIRA and Safety and Security, Sector Education and Training Authority (SASSETA) certification acceptable to PSIRA. The envisaged SAMRC sites where security services are required are indicated below, but these may change from time-to-time and the appointed service provider will be advised accordingly.

Province	Location of site
Gauteng	1 Soutpansberg Road, Arcadia, Pretoria, Gauteng Province
Bidders who wish to familiarize themselves with these sites may make an appointment with the technical queries contacts below	

A non-compulsory virtual briefing session will be held at the SAMRC on 22 July 2025 at 11H00. Prospective supplier(s) who wish to attend the briefing sessions should email their Microsoft Teams credential to Tenders@mrc.ac.za prior to the meeting date. Notwithstanding the above, a link for the briefing session will be provided to all suppliers that have registered and downloaded the bid document within two(2) days before the meeting date and time.

Completed bids must be submitted in a sealed envelope bearing bidder's company name, address, bid description and number, and hand delivered or mailed to: Medical Research Council, Tender Box, 1 Soutpansberg Road, Arcadia 0001, Pretoria, Gauteng Province; and must arrive before the closing date and time. Late, faxed or e-mailed bids will not be accepted. One (1) original hard copy of completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) should be submitted.

Alternatively, bidder(s) can submit their completed bids proposal with supporting documents through the SAMRC website([Current Tenders | South African Medical Research Council \(SAMRC.ac.za\)](http://www.SAMRC.ac.za/Tenders/tenders.htm)) before the closing date and time.

Responsive bids will firstly be evaluated on functionality and thereafter on a 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

Please note that:

- This bid is valid for one hundred and twenty (120) days after closing date for the submission of bids;
- It is **compulsory** that bidders obtain bid documents, available for downloading on the SAMRC website (<http://www.SAMRC.ac.za/Tenders/tenders.htm>) from 14 July 2025 to 15 August 2025. No hardcopy bid document will be issued by the SAMRC;
- Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by login onto <https://secure.csd.gov.za/>. With effect from 1 July 2016, SAMRC may not award any bid to supplier not registered as prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company's registration on CSD;
- Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and for whom key information outlined in this bid document is in order.
- Bidder(s) are **required** to submit 1 original hard copy document and 1 USB flash drive with full information as per original hard copy (PDF format), as indicated above in this advert;
- Failure to comply with all submission requirements such as the USB for traditional submission, and others **will** lead to disqualification of the bidder(s);
- SAMRC is not compelled to accept lowest or alternative bid, and reserves the right to accept part or the whole of any bid or cancel the bid;
- Bidder(s) must be able to supply all the required items as indicated in the bid specifications;
- Documents and USB flash drives submitted on time by bidders shall not be returned;
- Appointment will be subject to successful bidder agreeing to sign a service level agreement with the SAMRC to adhere to the terms and conditions set out in the bid document;
- It is envisaged that SAMRC will conclude service contract with successful bidder(s) for a period of 3 years with the option to renew for a further period of up to 5 years based on performance.

All technical enquiries may be directed in writing to Stanley Modiba (tenders@mrc.ac.za) and any other enquiries related to the bid process may be directed in writing to Supply Chain Management (tenders@mrc.ac.za). All technical and other related enquiries will be accepted up until the cut off time of **16:00 (SAST) on 08August 2025**, no enquiries will be accepted or responded to beyond this time and date. The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.

The closing date and time for the submission of bids is Friday, 15 August 2025 at 11H00.