	PROCUREMENT REQUEST	Template Identifier	240-43921804	Rev	6
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		Effective Date	01 February 2014		
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Mandatory requirements


- Provide a valid PSIRA certificate for the company (not older than 12 months from date of issue) certified to do Cash-In-Transit (CIT) – (proof to be attached)
- Provide proof of valid PSIRA registration certificate(s) for company director(s) Grade A
- Provide proof of UIF compliance certificate (not older than 12 months from the date of issue)
- Provide proof of at least 2 company armoured vehicles and ownership (copy of vehicle registration certificate)
- Provide proof of public liability insurance min R10 million (letters of intent will not be accepted)
- Provide proof of valid firearm registration and licenses for firearms in the possession of the company and proof of firearm competencies of the Security Officers.

ITEM	KPA	KPI	DESCRIPTION	WEIGHT (%)
1	Statutory and regulatory compliance	Proof of compliance with the statutory and regulatory requirements	Proof of (1) Work Skills Plan (WSP), (2) Annual Training Report (ATR) submission and approval letter from SASSETA, (3) Proof of Skills Development Levy (SDL) payments for the last three months (10% each X 3)	30%
2	Company Operational Capability	Organisational and operational requirements	Comprehensive and adequate recruitment Policy (The policy must address all requirements for security screening and fitness for purpose in compliance with PSIRA Act 56 of 2001, Firearms Control Act 60 Of 2000, and labour turnover plan). Relevant equipment needed for Cash-in-Transit services e.g., receipt book, secured cases, tags, barcoded money bags	20%
			Emergency Preparedness System (Tested EP plan, EP structure, Appointments, EP reports) with the following contingencies: Industrial unrest (National Strike by the Security Industry), Control Room back-Up, Armed attack, Bomb threat, Theft, Hi-jacking, Vehicle breakdown, Vehicle accidents, Bad weather conditions (e.g. rain storms, flooding, etc.) and the provision of additional manpower capacity to assist Eskom in the event of ad hoc security related operations.	10%
3	Company Location	Proof of footprint in the province where the service(s) are to be rendered	The supplier shall have fully functional and operational offices in Gauteng Province. The supplier shall provide proof of a Valid Lease Agreement or Title deed and Municipal statements must be submitted with the tender.	10%

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			The office(s) must be within 50 kilometres in the area(s) for which the service provider is bidding for security services.	10%
4	Company Experience	Proof of references for similar services rendered.	The supplier must provide four (4) original letters of references with project name, budget, and contactable contact details of the company representative where work of a similar scope was performed in the past 5 years. (5% for each reference letter)	20%
	Total for KPA			100%

Tenderers who do not meet the 80% threshold for functionality scoring will be disqualified and not be evaluated further.

Any other additional items/aids required by statutory legislation must be provided in addition to those mentioned above.

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