



Tender number: 03/2024/CTN/INFRA

RFP FORMS – VOLUME 1

BID NUMBER: 03/2024/CTN/REGION

REQUEST FOR PROPOSAL (RFP) FOR AS AND WHEN REQUIRED MAINTENANCE AND REPAIRS OF BURGLAR ALARM, CCTV AND ACCESS CONTROL SYSTEMS IN THE WESTERN CAPE REGION

CLOSING DATE	22 November 2024
CLOSING TIME	12h00
BRIEFING SESSION	COMPULSORY TENDER BRIEFING Metrorail 12 Liesbeeck Parkway Room 163 Infrastructure Boardroom Salt River DATE: 05 November 2024 TIME: 11h00
BID DOCUMENTS DELIVERY ADDRESS	PASSENGER RAIL AGENCY OF SOUTH AFRICA Propnet Building No: 1 Adderley Street 6 th Floor Room 622A Cape Town 8001
BIDDER NAME

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Disclaimer

This document is provided solely for the purpose set out in this RFP and is not intended to form any part or basis of any investment decision by Bidders. The recipient should not consider the document as an investment recommendation by PRASA or any of its advisers.

Each person to whom this document (and other later documents) is made available must make his own independent assessment of the Project after making such investigation and taking such professional advice as he/she or it deems necessary. Neither the receipt of this document or any related document by any person, nor any information contained in the documents or distributed with them or previously or subsequently communicated to any Bidder or its advisers, is to be taken as constituting the giving of an investment advice by PRASA or its advisers.

Whilst reasonable care has been taken in preparing this RFP and other documents, they do not purport to be comprehensive or true and correct. Neither PRASA nor any of its advisers accept any liability or responsibility for the adequacy, accuracy, or completeness of any of the information or opinions stated in any document.

They acquaint themselves with this RFP and take note that no representation or warranty, express or implied, is or will be given by PRASA, or any of its officers, employees, agents or advisers with respect to the information or opinions contained in any document or on which any document is based. Any liability in respect of such representations or warranties, howsoever arising is hereby expressly disclaimed.

If any recipient, or its employees, advisers or agents make or offer to make any gift to any of the employees of PRASA or consultant to PRASA on the RFP either directly or through an intermediary then such recipient, Bidder will be disqualified forthwith from participating in the RFP.

Each recipient of this RFP agrees to keep confidential any information of a confidential nature which may be contained in the information provided by PRASA, or any of its officers, employees, agents or advisers (the "Confidential Information Provided"). The Confidential Information provided may be made available to Bidder's subcontractors, employees and professional advisers who are directly involved in the appraisal of such information (who must be made aware of the obligation of confidentiality) but shall not, either in the whole or in part, be copied, reproduced, distributed or otherwise made available to any other party in any circumstances without the prior written consent of PRASA, nor may it be used for any other purpose than that for which it is intended.

These requirements do not apply to any information, which is or becomes publicly available or is shown to have been made available (otherwise than through a breach of a confidentiality obligation). Bidders, Key Contractors and their constituent members, agents and advisers, may be required to sign confidentiality Contracts/undertakings (in such form as PRASA may require from time to time).

All Confidential Information Provided (including all copies thereof) remains the property of PRASA and must be delivered to PRASA on demand. Further, by receiving this RFP each Bidder and each of its members agree to maintain its submission in Bid to this RFP confidential from third parties other than PRASA and its officials, officers and advisers who are required to review the same for the purpose of procurement of the RFP.

Any recipient residing outside the Republic of South Africa is urged to familiarise themselves with and to observe any regulatory requirements relevant to the proposed transaction (whether these derive from a regulatory authority within or outside the Republic of South Africa).

Any requirement set out in this RFP regarding the content of a response to the RFP is stipulated for the sole benefit of PRASA, and serves as expressly stated to the contrary, may be waived at its discretion at any stage in the procurement process.

PRASA is not committed to any course of action as a result of its issuance of this RFP and/or its receipt of a Proposal in response to it. Please note that PRASA reserves the right to:

- Modify the RFP's goods / service(s) / works and request Bidders to re-bid on any changes;
- Withdraw, amend the RFP at any time without prior notice and liability to compensate or reimburse any bidder;
- Reject any Proposal which does not conform to instructions and specifications which are detailed herein;
- Disqualify Proposals submitted after the stated submission deadline;
- Call a bidder to provide additional documents which PRASA may require which have not been submitted to PRASA;
- Withdraw the RFP on good cause shown;
- Award a contract in connection with this Proposal at any time after the RFP's closing date;
- **Make no award at all;**

- Validate any information submitted by Bidders in response to this bid. This would include, but is not limited to, requesting the Bidders to provide supporting evidence. By submitting a bid, Bidders hereby irrevocably grant the necessary consent to PRASA to do so;
- Request annual financial statements prepared and signed off by a professional accountant or other documentation for the purposes of a due diligence exercise; and/or
- Not accept any changes or purported changes by the Bidder to the bid rates after the closing date and/or after the award of the business, unless the contract specifically provided for it.

To adopt any proposal made by any bidder at any time and to include such proposal in any procurement document which may or may not be made available to other bidders.

All costs and expenses incurred by Bidders in submitting responses to this RFP shall be borne by the Bidders and PRASA shall not be liable for any costs or expenses whatsoever or any claim for reimbursement of such costs or expenses.

Should a contract be awarded on the strength of information furnished by the Bidder, which after conclusion of the contract, is proved to have been incorrect, PRASA reserves the right to cancel the contract and/or place the Bidder on PRASA's list of Restricted Suppliers.

PRASA reserves the right to negotiate market-related price with the bidder scoring the highest points or cancel the bid; if the bidder does not agree to a market related price, negotiate a market related price with the bidder scoring the second highest points or cancel the bid; if the bidder scoring the second highest points does not agree to a market related price, negotiate a market related price with the bidder scoring the third highest points or cancel the bid. If the market related price is not agreed as envisaged in this paragraph, PRASA will cancel the bid.

PRASA reserves the right to negotiating the Best and Final Offer (BAFO) with selected Bidders where none of the Proposals meet RFP requirement, are affordable and demonstrate value for money and there is no clear preferred response to the RFP.

PRASA will not reimburse any Bidder for any preparatory costs or other work performed in connection with its Proposal, whether or not the Bidder is awarded a contract.

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TENDER FORM (PRICING SCHEDULE)	Form C
SITE INSPECTION CERTIFICATE / PRE-TENDER BRIEFING SESSION	Form D
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ACKNOWLEDGEMENT	Form G
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1 LIST OF ANNEXURES TO THE RFP

RFP document	Annexure 1
Returnable documents	Annexure 2
Financials	Annexure 3
RFP Clarification form	Annexure 4
SHE Specifications	Annexure 5
Specifications SPK7/1	Annexure 6
Draft Contract for services	Annexure 7



2 ACRONYMS

BBBEE	Broad Based-Black Economic Empowerment
CIDB	Construction Industries Development Board
DTiC	The Department of Trade and Industry and Competition
PPPFA	Preferential Procurement Policy Framework Act 5 of 2000 (as amended from time to time)
PFMA	Public Finance Management Act No.1 of 1999 (as amended from time to time)
PRASA	Passenger Rail Agency of South Africa
RFP	Request for Proposal
SANAS	South African National Accreditation System

3 INTERPRETATION

In this RFP, unless inconsistent with or otherwise indicated by the context –

- 4.1 headings have been inserted for convenience only and should not be taken into account in interpreting the RFP;
- 4.2 any reference to one gender shall include the other gender;
- 4.3 words in the singular shall include the plural and vice versa;
- 4.4 any reference to natural persons shall include legal persons and vice versa;
- 4.5 words defined in a specific clause have the same meaning in all other clauses of the RFP, unless the contrary is specifically indicated;
- 4.6 any reference to the RFP, schedule or appendix, shall be construed as including a reference to any RFP, schedule or appendix amending or substituting that RFP, schedule or appendix;
- 4.7 the schedules, appendices and Briefing Notes issued pursuant to this RFP, form an indivisible part of the RFP and together with further clarifying and amending information provided by PRASA, constitute the body of RFP documentation which must be complied with by Bidders;
- 4.8 in the event of any inconsistency between this RFP or other earlier information published with regard to the Project, the information in this RFP shall prevail; and
- 4.9 this RFP shall be governed by and applied in accordance with South African law.

4 DEFINITIONS

In this RFP and in any other project documents (as defined below) which so provides, the following words and expressions shall have the meaning assigned to them below and cognate expressions shall have a corresponding meaning, unless inconsistent with the context:

- 5.1 “Accounting Authority” means the Board of PRASA or a controlling body and that Board or controlling body is the accounting authority of PRASA or a person designated as an accounting authority under the PFMA;
- 5.2 “Contract” means the Contract to be entered between PRASA and the successful Bidder for the provision of the *services* procured in this RFP;
- 5.3 “Bid” means the Bid(s) to the RFP submitted by Bidder(s);
- 5.4 “Bidders Briefing Session” means the compulsory briefing session to be held at the offices of PRASA, in order to brief the Bidders about this tender;
- 5.5 “Black Enterprise” means an enterprise that is at least 51% beneficially owned by Black People and in which Black People have substantial Management Control. Such beneficial ownership may be held directly or through other Black Enterprises;
- 5.6 “Black Equity” means the voting equity held by Black People from time to time;
- 5.7 “Black People” has the same meaning as ascribed to the Broad-Based Black Economic Empowerment Act, 2003, as amended;
- 5.8 “Black Woman” means African, Coloured and Indian South Africa Female citizen;
- 5.9 “Briefing Note” means any correspondence to Bidders issued by the PRASA;
- 5.10 “Business Day” means any day except a Saturday, Sunday or public holiday in South Africa;
- 5.11 “Bidders” means individuals, organisations or consortia that have been submitted responses to the RFP in respect of the tender;
- 5.12 “Consortium” means any group of persons or firms jointly submitting a Bid as Bid to this RFP and “Consortia” means more than one Consortium;
- 5.13 “Contractor” the successful Bidders who has signed a Contract with PRASA in terms of this RFP.
- 5.14 “Closing Date” means the closing date for submission of bids/ Proposals by Bidders which is **22 November 2024 at 12h00**
- 5.15 “Project” means this project for the ***AS AND WHEN REQUIRED MAINTENANCE AND REPAIRS OF BURGLAR ALARM, CCTV AND ACCESS CONTROL SYSTEMS IN THE WESTERN CAPE REGION***
- 5.16 “RFP” means the Request for Proposal issued by PRASA for this tender; and

Request for Proposal: As and when required maintenance and repairs of Burglar Alarm, CCTV, and access control systems in the Western Cape Region



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5.17 “Scope of Work” means the scope of work for this project as detailed out in the RFP technical specifications.

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

SECTION 1
NOTICE TO BIDDERS

1 INVITATION TO BID

You are hereby invited to submit a bid to meet the requirements of the Passenger Rail Agency of South Africa. Responses to this RFP [hereinafter referred to as a **Bid** or a **Proposal**] are requested from persons, companies, close corporations, or enterprises [hereinafter referred to as an **entity, Bidder**].

BID DESCRIPTION	Tender: 03/2024/CTN/INFRA As and when required maintenance and repairs of burglar alarm, CCTV and access control system in the Western Cape Region
BID ADVERT	This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at www.etenders.gov.za free of charge. With effect from 23 October 2024
ISSUE DATE	23 October 2024
BRIEFING SESSION	Compulsory tender briefing: 05 November 2024 @ 11h00 Room 161, infra-Boardroom, 12 Liesbeeck Parkway, Salt River
CLOSING DATE	22 November 2024 @ 12h00 Bidders must ensure that bids are delivered timeously to the correct address. As a rule, if a bid is late or delivered to the incorrect address, it will not be accepted for consideration.
VALIDITY PERIOD	120 Working Days from Closing Date Bidders are to note that they may be requested to extend the validity period of their bid, at the same terms and conditions, if the internal evaluation process has not been finalised within the validity period.
CLOSING DATE FOR QUESTIONS	11 November 2024
CLOSING DATE FOR RESPONSES	15 November 2024
CONTACT PERSON	Adriana Hagen Email: Adriana.Hagen@prasa.com Tel: 021 818 7492
BID DESCRIPTION	Tender: 03/2024/CTN/INFRA As and when required maintenance and repairs of burglar alarm, CCTV and access control system in the Western Cape Region

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Any additional information or clarification will be emailed to all Bidders, if necessary.

2 FORMAL BRIEFING

A compulsory RFT briefing will be conducted at **Room 161, Infra Offices, Salt River Rolling Stock Depot, 12 Liesbeek, Parkway, Salt River, Cape Town** on the **05 November 2024, at 11h00** [Respondents to provide own transportation and accommodation]. The briefing session will start punctually and information will not be repeated for the benefit of Respondents arriving late.

2.1 A Certificate of Attendance in the form set out in Form D hereto must be completed and submitted with your Proposal as proof of attendance is required for a compulsory site meeting and/or RFT briefing. Bidders must also appear on the Compulsory Briefing session Register.

2.2 Respondents failing to attend the compulsory RFT briefing may be disqualified.

3 BRIEFING SESSION MINUTES AND NOTES

PRASA will issue briefing session minutes or notes together with the response to the clarification questions on the **05 November 2024, at 11h00**

3.1 Clarifications will be issued to all Bidders to this RFP utilizing the contact details provided at receipt of the responses to the RFP documentation, after submission to the authorised representative.

3.2 Bidders / Bidders are requested to promptly confirm receipt of any clarifications sent to them.

3.3 Bidders / Bidders must ensure responses to the clarifications are received on or before the deadline date stated.

4 PROPOSAL SUBMISSION OF RFP RESPONSE

Tender responses must be submitted to PRASA in a sealed envelope addressed as follows:

RFT No: **03/2024/CTN/INFRA**

Description of Bid: **REQUEST FOR PROPOSAL (RFP) As and when required maintenance and repairs of burglar alarm, CCTV and access control system in the Western Cape Region**

Closing date and time: **22 November 2024 at 12h00**

Closing address

**Passenger Rail Agency of South Africa,
Propnet Building
No. 1 Adderley Street
Room 622A, 6th floor
Cape Town, 8000**

4.1 Bidders / Respondents must ensure responses to the clarifications are received on or before the deadline date stated.

5 DELIVERY INSTRUCTION FOR RFP

Delivery of Bid

The Bid envelopes/packages must be submitted at PRASA, **Propnet building, no:1 Adderley Street, 6th floor, room 622A, Cape Town, 8000.** – (There will be a tender submission register which has to be completed by all the bidders submitting the tenders).

5.1 B-BBEE Joint Ventures or Consortiums

Bidders who would wish to respond to this RFP as a Joint Venture [JV] or consortium with B-BBEE entities, should state their intention to do so in their RFP submission. Such Bidders should also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party. If such a JV or consortium agreement is unavailable, the partners should submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by PRASA through this RFP process. This written confirmation should clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to PRASA.

6 COMMUNICATION

6.1 For specific queries relating to this RFP during the RFP process, bidders are required to adhere strictly to the communication structure requirements. An RFP Clarification Form should be submitted Adriana.Hagen@prasa.com before **22 November 2024** substantially in the form set out in Annexure 4 hereto.

6.2 In the interest of fairness and transparency PRASA's response to such a query will be made available to the other Bidders who have attended a compulsory and a non-compulsory briefing session. For this purpose, PRASA will communicate with Bidders using the contact details provided at the compulsory and a non-compulsory briefing session.

6.3 After the closing date of the RFP, a Respondent may only communicate in writing with the Bid Secretariat, at telephone number 021 818 7492, email Adriana.Hagen@prasa.com on any matter relating to its RFP Proposal.

6.4 Bidders are to note that changes to its submission will not be considered after the closing date.

6.5 Bidders are warned that a response will be liable for disqualification should any attempt be made by a Bidder either directly or indirectly to canvass any officer(s) or employee of PRASA in respect of this RFP between the closing date and the date of the award of the business. Furthermore, Bidders found to be in collusion with one another will automatically be disqualified and restricted from doing business with PRASA in future.

6.6 Bidders are advised to utilize this email address (Complaints@prasa.com) for lodging of complaints to PRASA in relation to this bid process. The following minimum information about the bidder must be included in the complaint:

7.6.1 Bid/Tender Description;

7.6.2 Bid/Tender Reference Number;

7.6.3 Closing date of Bid/Tender;

7.6.4 Supplier Name;

7.6.5 Supplier Contact details; and

7.6.6 The detailed complaint.

6.7 PRASA also encourages bidders to visit the PRASA website for whistleblowing contract details for alleged activities of suspected Fraud and or Corruption.

7 CONFIDENTIALITY

7.1 PRASA shall ensure all information related to this RFP is to be treated with strict confidence. In this regard Bidders / Bidders are required to certify that they have acquainted themselves with the Non-

Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Services, which is either directly or indirectly related to PRASA's business, written approval to divulge such information should be obtained from PRASA.

7.2 Bidders must clearly indicate whether any information submitted or requested from PRASA is confidential or should be treated confidentially by PRASA. In the absence of any such clear indication in writing, PRASA shall deem the response to the RFP to have waived any right to confidentiality and treat such information as public in nature.

7.3 By participating in the bidding process and submitting documentation you consent that we may process the same for the purposes of the bid. We may disclose your information [including your personal information, that of your directors, agents, service providers, joint venture partners, and service providers, collectively referred as "related parties"] to our service providers, including data storage and processing providers. We may obtain your information including that of your related parties from our service providers and Government agencies, Industry Regulators such as the Construction Industry Development Board, the Central Supplier Database. In case of our service providers, we will ensure that such third-party service providers will process your information and that of related parties for the purposes specified by us and such parties employ the appropriate security to protect that information.

7.4 We may disclose your information:

- as a result of our reporting obligations under the law, including to Parliament of the Republic of South Africa, to our external auditors, the Public Protector;
- where we are obliged by law [to the Government departments and entities such as Department of Trade and Industry/BEE Commission/ the CIDB, South African Revenue Services, Unemployment Insurance Fund, the industry Regulators, Industry Ombudsmen, etc.] or industry codes authorized by the various Regulator to do so;
- where we believe it is necessary to protect our rights
- on our website in connection with the supply chain management process
- to the payment processing service providers such as banks to assist with payment instructions;
- to law enforcement and Government Agencies for the purposes of fraud prevention;
- for security screening and checks to verify your personal information and that of related parties;
- to obtain tax clearance certificates;

- to our brokers/insurers;
- to service providers providing information and communication services.

7.5 Please refer to our Privacy Notice on our website.

8 INSTRUCTIONS FOR COMPLETING THE RFP

8.1 All responses to the RFP should be submitted in two sealed envelopes/boxes; the first envelop/box shall have the technical and compliance response, the second envelop/box shall only have the financial response and BBBEE response.

8.2 Bidders are required to package their response/Bid as follows:

Volume 1 (Envelop 1/Package 1)

- **Part A:** Mandatory Requirements Response
- **Part B:** Technical or Functional Response (response to scope of work)
- **Volume 2 (Envelop 2/ Package 2)**
- **Part C:** Financial Proposal and Specific Goals

Volume 2 should be submitted in a separate sealed envelope. Bidders should make their pricing offer in envelop 2/package 2.

8.3 Bidders must submit 1 original response and may submit copies and an electronic version which must be contained in a Memory Card/External hard drive etc clearly marked in the Bidders name. PRASA reserves the right to consider information provided in all formats irrespective the format i.e original/copy/electronic.

8.4 Bidders should ensure that their response to the RFP is in accordance with the structure of this document.

8.5 Where Bidders are required to sign forms, they are required to do so using preferably black ink pen.

8.6 Any documents forming part of the original responses to RFP but which are not original in nature, should be certified as a true copy by a Commissioner of Oaths.

- 8.7 Each response to RFP must be in English and submitted in A4 format, except other graphic illustrations, which may not exceed A3 format, unless the contrary is specifically allowed for in this RFP. Responses to RFP should be neatly and functionally bound, preferably according to their different sections.
- 8.8 The original responses to RFP must be signed by a person duly authorized by each consortium member and Subcontractor to sign on their behalf, which authorization must form part of the responses to RFP as proof of authorization. By signing the responses to RFP, the signatory warrants that all information supplied by it in its responses to RFP is true and correct and that the responses to RFP and each party whom the responses to RFP signatory represents, considers themselves subject to and bound by the terms and conditions of this RFP.
- 8.9 The responses to RFP formulation should be clear and concise and follow a clear methodology which responses to RFP should explain upfront in a concise Executive Summary and follow throughout the responses to RFP.
- 8.10 Responses to RFP must provide sufficient information and detail in order to enable PRASA to evaluate the responses to RFP but should not provide unnecessary detail which does not add value and detracts from the ability of PRASA to effectively evaluate and understand the responses to RFP. The use of numbered headings, bullet points, sections, appendices and schedules are encouraged.
- 8.11 Information submitted as part of a responses to RFP should as far as possible, be orderly according to the order of the required information requested by PRASA. All pages should be consecutively numbered.
- 8.12 Responses to RFP should ensure that each requirement contained in the RFP is succinctly addressed. Responses to RFP should as far as possibly use the terms and definitions applied in this RFP and should clearly indicate its interpretation of any differing terminology applied.
- 8.13 Response to RFP documents are to be submitted to the address specified in [this RFP](#), and Bidders should ensure that the original and copies (where applicable) are identical in all respects as PRASA will not accept any liability for having disqualified a bidder for failing to provide a mandatory returnable document.
- 8.14 Unless otherwise expressly stated, all Proposals furnished pursuant to this RFP shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated.

- 8.15 Any additional conditions must be embodied in an accompanying letter. Subject only to clause 16 [Alterations made by the Bidder to Bid Prices] of the General Bid Conditions, alterations, additions or deletions must not be made by the Bidder to the actual RFP documents.
- 8.16 Bidders are required to review the Contract. Bidders may further amend and/ or delete any part of the Draft Contract where they deem fit to do so. Where Bidders have amended and or deleted any part of the Contract, it must be clearly visible by using track changes and must ensure that the disc copy of their bid submission for the Draft Contract is in word version and not password protected. **It must be noted that the marked-up Contract will form part of contract negotiations processes with the preferred bidder.**

9 RFP TIMETABLE

PRASA may at its sole discretion amend any of the milestone dates indicated in the table below. Bidders will be informed of any amendments to the timeline through the issue of the Addendum/ Briefing Notes.

RFP PROCESS	MILESTONE DATES
Bid issue date	23 October 2024
Briefing Session for Bidders at the] (delete if not applicable)	05 November 2024
Closing date for Questions	11 November 2024
Closing date for Responses	15 November 2024
Closing Date for Submission of final Bid	22 November 2024
Evaluation of Proposals (Bidders note that PRASA may call for Presentation of bidders offers at any stage of the evaluation process)	TBA
Appointment of the successful Bidder	TBA
Contract Negotiations	TBA
Signing of Contract	TBA
Contract Commencement	TBA

10 LEGAL COMPLIANCE

- 10.1 Bidders should ensure that they comply with all the requirements of the RFP and if Bidders fail to submit any of the required documents, such Bids may, at the sole discretion of PRASA, be disqualified. PRASA reserves the right to call a Bidder to provide additional documents which may have not been submitted.
- 10.2 The successful Bidder [hereinafter referred to as the **Service Provider**] shall be in full and complete compliance with any and all applicable laws and regulations.

11 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Bidders are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. Only foreign suppliers with no local registered entity need not register on the CSD. The CSD can be accessed at <https://secure.csd.gov.za>. Bidders are required to provide the following to PRASA in order to enable it to verify information on the CSD:

Supplier Number: _____ **Unique registration reference number:** _____.

12 TAX COMPLIANCE

- 12.1 Bidders must be compliant when submitting a proposal to PRASA and remain compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) as amended and Value Added Tax Act, 1991 (Act No. 89 of 1991) as amended.
- 12.2 It is a condition of this RFP that the tax matters of the successful bidder be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.
- 12.3 The Tax Compliance status requirements are also applicable to foreign Bidders/ individuals who wish to submit bids.
- 12.4 Bidders are required to be registered on the Central Supplier Database (CSD) as indicated in paragraph 12 and the National Treasury shall verify the Bidder's tax compliance status through the Central Supplier Database (CSD).
- 12.5 Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database (CSD) and their tax compliance status will be verified through the Central Supplier Database (CSD).

For this purpose, the attached SBD 1 marked Annexure..... must be completed and submitted as an essential returnable document by the closing date and time of the bid.

New Tax Compliance Status (TCS) System

- 12.6 SARS has implemented a new Tax Compliance Status (TCS) system in terms of which a taxpayer is now able to authorise any 3rd party to verify its compliance status in one of two ways: either through the use of an electronic access PIN, or through the use of a Tax Clearance Certificate obtained from the new TCS system.
- 12.7 Bidders are required to provide the following to PRASA in order to enable it to verify their tax compliance status:

Tax Compliance Status (TCS) Pin:_____.

13 PROTECTION OF PERSONAL DATA

In responding to this bid, PRASA acknowledges that it may obtain and have access to personal data of the Bidders or any of its/his/her/their officers, employees, agents or advisers. PRASA agrees that it shall only process the information disclosed by Bidders in their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law. Furthermore, PRASA will not otherwise modify, amend or alter any personal data submitted by Bidders or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Bidders. Similarly, PRASA requires Bidders to process any personal information disclosed by PRASA in the bidding process in the same manner.

SECTION 2

BACKGROUND OVERVIEW AND SCOPE REQUIREMENTS

1 INTRODUCTION AND BACKGROUND

Alarm, CCTV and Access Control are safety related systems that restrict movement into certain areas by means of blocking them with barriers and granting them access by using different ways of identification. Safety is critical in our ticket offices; substations and SERs therefore, it is required that these systems have high availability and be reliable to ensure the equipment in ticket offices, SER and substations is safe; as well as allow the Protection Services to monitor these areas. For these critical reasons the maintenance services and timely repairs of such systems is a necessity. The contractor must be willing to transfer or share the skill with PRASA staff that will be using these systems daily.

Abbreviations

CCTV	Closed Circuit Television
GUI	Graphical User Interface
DVR	Digital Video Recorder
IR	Infrared
DOM	Digital Output Modules
POE	Power Over Ethernet
UIM	Universal Modules
EIB	Electronic Information Boards
BAS	Burglar Alarm System
PA	Public Address System
DOM	Digital Output Mode
GSM	Global System for mobile communication
AVD	Audiovisual Digital System Communication Unit
PTZ	Pan-tilt-zoom
ECB	Emergency Call Button
ISAMS	Integrated Station Access Management Solution
SER	Signalling Equipment Room
PRASA	Passenger Rail Agency of South Africa
KVM	Keyboard, Video and Mouse extender
DSC	Digital Security Controls
PIR	Passive Infrared
I/O	Input/Output

Tender number: 03/2024/CTN/INFRA

IP	Internet Protocol
PSU	Power Supply Unit
Tx	Transmit
Rx	Receive
No	Number
Hrs	Hours
N/A	Not Applicable
ZAR	South African Rands

2. PICTORIALS

2.1 Burglar Alarm System ticket office

2.1.1 Control Panel



2.1.2. Control Module



Tender number: 03/2024/CTN/INFRA

2.1.3. Keypad



2.1.4 Indoor Passive Sensor



2.1.5 Sirens



Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

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2.1.6 Door Contact Sensors



2.1.7 Battery



2.1.8 Power Supply



2.1.9 Internet Alarm Communicator



2.2 CCTV System

2.2.1 IR Camara



2.2.2. Dome Camara



Tender number: 03/2024/CTN/INFRA

2.2.3 Recording Servers



2.2.4 Server Hardware



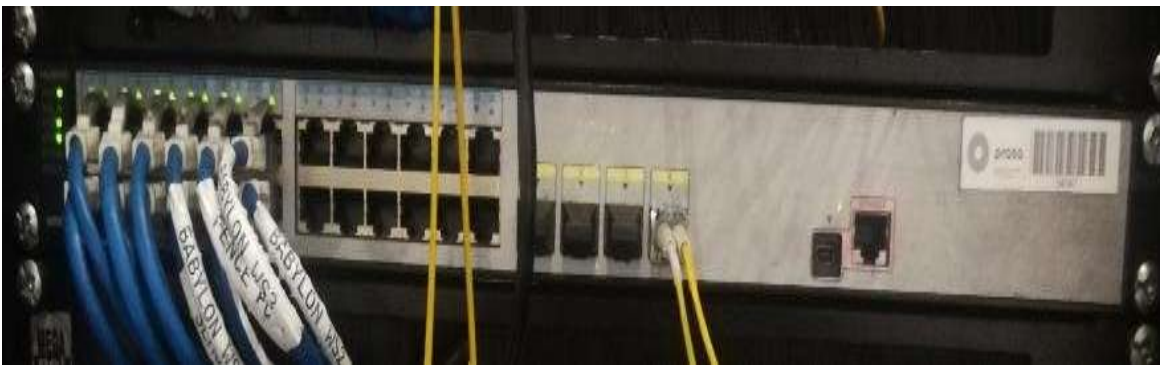
Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

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2.2.5 KVM



2.2.6 Camera link switch



2.2.7 Server



2.3 ACCESS CONTROL SYSTEM

2.3.1. Control Panel



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2.3.2. Card Reader



2.3.3. Electric Lock



2.3.4. Tags



3. OBJECTIVE OF THE PROPOSED PROJECT

3.1. DESIRED OUTCOMES FOR CARRYING OUT THE PROPOSED PROJECT

- To appoint a service provider that will do the maintenance and repairs on the Burglar Alarm, CCTV and Access Control systems in the Western Cape Region.
- Guarantee reliability and high availability of the systems in the ticket sales offices; substations; SERs and PRASA buildings in the Western Cape Region,
- Minimize the costs of equipment maintenance and maximize equipment effectiveness.
- Eliminate backlogs
- Protect the company infrastructure which now is not safe.

3.2 PROJECT BENEFITS TO PRASA

- All infrastructures will be monitored via our CCTV so that if ever there is theft and Vandalism it can be prevented
- Response teams will respond in time for protection, maintenance and repairs; services will be recovered on time to function effectively.
- Access Control as well as Burglar alarm systems will ensure only authorized personnel will enter the Prasa ticket offices, SER, and substations.

4. SCOPE OF WORKS AND AREAS OF FOCUS

4.1 SCOPE OF THE DESIRED SOLUTION

The scope of work for this project shall entail the following activities: Maintenance, Repairs and fixing of faults in the Burglar Alarm, CCTV and Access Control systems in the Western Region.

4.2 REQUIRED PROFESSIONAL SERVICES

This is discussed in detail in the Specification section as this is an As and When.

4.3 INSURANCE REQUIREMENTS FOR THE PROJECT

PRASA, as the Employer/Principle, can take out the following insurances:

Insurance shall be as per PRASA Service Contract Agreement as indicated in the RFP where the bidder is responsible for public liability and must cover all risks by familiarizing him/herself with the insurance coverage for the contract scope.

4.4 TARGETED AREA BY THIS PROJECT

All in the Western Cape Region

4.5 PRASA'S RESPONSIBILITIES

The service provider to be provided with access to the PRASA premises to do the work.

4.6 EXTENT AND COVERAGE OF THE PROPOSED PROJECT

The project will cover all the areas mentioned below:

- Cape Town Station to Wellington Station
- Cape Town Station to Strand Station
- Cape Town Station to Simons Town Station
- Cape Town Station to Diepriver station via Cape flats
- Cape Town Station to Bellville via Monte Vista Station
- Cape Town Station to Chris Hani Station
- Phillipi Station to Kapteinsklip station
- Eersteriver Station to Mulderslvei Station
- All Western Cape Signalling Equipment Rooms
- All Western Cape Relay Rooms
- All Western Cape Substations
- All Western Cape Depots and other Prasa Facilities

The location and extent of the site of the Works is between the property boundaries of PRASA WC and TFR in the Western Cape. The Contractor shall acquaint himself with the available access to the various sites and the condition of the roads during the site inspection.

4.7 MEASUREMENTS AND PAYMENT

The appointed service provider will be notified of a brief to render services for a particular scope.

4.8 FORM OF CONTRACT

The standard PRASA Service Contract Agreement will be used.

5. SPECIFICATIONS OF THE WORK OR PRODUCTS OR SERVICES REQUIRED

A fully accredited and reputable service provider is required to obtain the goals of this project. The goal is to sustain a well performing and very reliable Alarm, CCTV and Access Control systems that will ensure that these systems run smoothly and operate as always required and prevent any damage to the equipment. A service provider must also transfer the skills to PRASA Telecommunications employees that will be doing the maintenance with them.

Special Conditions

1. Staff Compliment: 4 Electricians or Technicians are required for this contract and is mandatory. The applicable evaluation criteria are dealt with further on in this document.
2. Should individuals need to be replaced after contract awarding, they would need to be replaced by an equivalent experienced individual that has the same amount of experience (or more) and qualification (or more) and the Project Manager be informed for scrutiny and decision.
3. No second-hand/refurbished equipment will be considered.
4. All products and workmanship should carry a 1-year warranty and should be priced into the current BOQ items and "NOT" as a separate line item in the BOQ.
5. Contractor must be onsite 45 minutes after a call has been made by a PRASA employee

Devices and equipment needed for CCTV, Alarm, and Access Control Systems must have the below mentioned specifications or equivalent; and must be compatible to our system.

PRASA currently has a central server/PC (running on windows 8) in Cape town equipment room. Installed in this server is the Patriot V6.10 software where all the alarms are Monitored and displayed. This server/PC connects to the Sur Guard receiver station.

We have a client PC at RMTCC where protection services operator is monitoring the sites. The ticket offices and substations are equipped with “DSC’ passive infrared detectors, Keypad, panic buttons (Only ticket offices) and alarm control panel (PC1808UA503) which links via copper phone line to the central station. Below are the devices that need to be maintained.

- SG system virtual receiver station
- DSC Alarm Keypad
- PC1808 control panel
- Passive infra-red detectors
- GSM\Ethernet alarm communicator
- Patriot monitoring software
- Main Server and backup Server
- Client monitoring pc

5.1 ALARM SYSTEM

5.1.1 TICKET OFFICES AND SUBSTATIONS

1. PowerSeries 64 zone LCD Full-Message Keypads or equivalent, with below specification or equivalent.

ITEMS	DESCRIPTION
Temperature range	-10°C to +55°C (14°F to 131°F)
LCD Viewable Area	99 mm x 24 mm (3 9/10" x 15/16")
Plastic enclosure protection degree	IP30, IK04
Voltage rating	12VDC nominal
Current Draw	125 mA (Max)
Frequency	433.92MHz (RFK55XX-433)

Tender number: 03/2024/CTN/INFRA

Dimensions	L x W x D 168mm x 122mm x 20 mm (6 1/16" x 4 7/16" x 13/16")
Family	Neo
Wall mount tamper	
5 programmable function keys	
Connects to control panel via 4-wire Keybus	

2. Ethernet

Alarm Communicator

ITEMS	DESCRIPTION
Input voltage	10.8-12.5VDC
Current	100mA@13.66V
Operating environment	-10°C to 55°C
Board dimensions	100x150x15
Receiver	<ul style="list-style-type: none"> • Sur-Gard SG-DRL3-IP, version 2.30+ (for Sur-Gard system III Receiver). • Sur-Gard SG-DRL3-IP, version 1.20+ (for Sur-Gard system IV Receiver). • Sur-Gard SG-DRL3-IP, version 1.00+ (for Sur-Gard system 5 Receiver).
Panel	HS2032, HS2064, HS2128
Comms Ports	1x RJ45 jack

3. PowerSeries Neo control panel or equivalent with below features:

- 8 on-board zones, expendables to 32 using HSM2108 hardware zone expanders.
- 4 partitions
- 71 user codes + master codes
- 71 proximity tags
- 32 wireless keys or panic pendants
- 500 event buffer
- 39 programmable zone types

- 46 programmable output options
- Expandable to 8 keypads
- Expandable to 32 wireless zones
- Expandable to 8 wireless sirens
- Expandable to 32 wireless repeaters
- 2 on-board programmable outputs
- Expandable to x4 500mA programmable outputs using HSM2204 high current expanders
- Expandable to x32 50mA programmable outputs using HSM2204 high current expanders
- Expandable to 3 power supply modules using HSM2300
- Operating environment: -10°C to 55°C
- Panel comes with 6 x DSC wired LC100 12M 90° passive infrared detectors or equivalent and 1 Fixed Panic Button.

4. DSC PC-Link Cable or equivalent:

- a. Cable connects from PC\laptop to control panel to apply configuration.
- b. Programming cable for direct connection to DSC alarm control panels or equivalent.

5. 6 (Six) x Workstation (2x main server workstations, 2x client workstations and 2x backup servers) The six workstations are installed at the RMTCC. Two workstations act as the server workstations, with one server collecting info from ticket offices and another server collecting info from Substations. The other two workstations are a backup server workstation, where in a case the main server fails the backup server is used. The other two workstations act as client workstations, with one client displaying alarms from Substation and the other client displaying alarms from Ticket offices. Below are the general specifications:

Intel Core i7-11700 Processor (or equivalent)

- 16GB Memory
- 1TB SSD
- 4GB Graphics Card
- USB Keyboard
- USB Mouse
- UHD 24" Monitor

Connectivity

- Ethernet
- Integrated 100/1000M
- WLAN + Bluetooth
- RTL8822CE 11ac, 2x2 + BT5.0

Rear Ports

- 1x serial (9-pin)
- 1x VGA
- 1x HDMI 2.0
- 1x line-in (3.5mm)
- 4x USB 2.0
- 1x DisplayPort 1.4
- 1x Ethernet (RJ-45)
- Windows 10 Pro, English

Patriot systems software (version 6.10) to monitor and manage all the Alarms is installed and configured on both Server workstations, client workstations and backup workstations.

6. Rackmount KVM console (Keyboard, Video, Mouse) KVM Console is installed inside cabinet with the servers to allow for connection and controlling multiple PC/servers from one console. The KVM has built-in 8 port switch which can directly control up to 8 servers. KVM is installed and linked to the servers and fits into 19inch cabinet. Below is the minimum specification for KVM console.

ITEM	DESCRIPTION
Computer Connections	Direct: 8 // Max: 256 (One 8 port KVM switch is integrated in 1U height console,)
Port Emulation	Keyboard & Mouse: PS/2, USB
LED Monitor	Model: SXGA TFT View Area: 17” Optimum Resolution: 1280x1024@60Hz Color: 16.7 M Brightness: 250 cd/m2 Contrast Ratio: 1000: 1 Pixel Pitch(mm): 0.264(H) x 0.264(W)
Mouse	X/Y Resolution: >1000 points/inch

	Scroll Wheel: Support Scroll Wheel function
Keyboard	99 keys
Remote Console	KVM console (Java), terminal control
Port Selection	Button, hotkey, OSD menu, mouse
Power Input	100V~240V AC, 50~60Hz, <1.5A
Power Consumption	23 W
Operating Temperature	0~50 °C
Product Dimension	(W x D x H) 448mmx581mmx42.5mm

7. 43U 19inch cabinet:

The cabinet is installed at RMTCC telecoms equipment room.

- a. 1x rack 19"43Ux800 PEBBLE GREY solid front & rear door
- b. 1x fan tray 8U x 4way fine silver • 1x PUNCH PROFILE 43U ZINC PLATED
- c. 1 x 800MM DEPTH REDUCER KIT N/PLATED
- d. 1x CABLE TRAY 150MM FINE SILVER
- e. SIDE MOUNT TRAY 19" X 450MM FS
- f.200 x NUT CAGE + SCREW + RET/WASH KIT ZPY
- g. 4 x 4U GLAND PLATE BLANK FINE SILVER
- h. 2 x 2U Brush Panel 80mm Brush
- i.4 x 1U Brush Tidy Panel

8. Way Aluminum Moulded Rack Mount PDU multi plug 6x 16A

ITEM	DESCRITPION
Cable	Moulded 2m
Size	Standard 19" 1.5U
Material	Aluminum Shell
Voltage	220V-250V
Maximum Current	16A
Mounting	Horizontal in Network Cabinet
16AOutput	6-way ZA type 16A socket
Output Unit	6 Way South Africa Type

5.2 SIGNALLING EQUIPMENT ROOM

1. Burglar Alarm Panel

The burglar alarm panel is responsible for monitoring the burglar alarm system at SERs. All burglar alarm system devices are connected to burglar alarm panel.

Burglar Panel Main features (Premier Elite 168).

- 8 fully programmable Double Pole or End Of Line zones,
- 8 zones expandable to 168 via keypads and zone expanders,
- 2 x 4-wire data network (standard 7/0.2 alarm cable),
- Up to 16 keypads and 16 zone expanders (8 per network),

In the RM&TCC 1 Keypad and 7 expander modules are installed

- Up to 8 output modules (4 per network),
- 16 areas arm suites,
- 200 programmable User codes,
- 2000 Event Log (time & date stamped),
- 5 programmable outputs (4 x 1A & 3A relay), 2.5 Amp power supply. Temperature Range: -10°C to +55°C.

2. Burglar Alarm PIR Detector

To provide burglar detection inside the rooms, wall mount PIR detectors with bracket are provided.

Digital dual technology detector with interchangeable electronics module X-band doppler, adjustable microwave range, digital temperature compensation and advanced signal processing ensures maximum false alarm immunity.

PIR detector main features:

- 15m Volumetric PIR & Microwave Range.
- Fluorescent Light Protection.
- Sealed Optical System
- Microprocessor Technology.

- Digital Temperature Compensation.
- EN 50131-2-4 Grade 2.
- Temperature Range: -10°C to +50°C.

3. Burglar Alarm Siren

The burglar alarm siren is installed in the SERs, to provide acoustic alarm in case of intrusion detection and fire detection.

SR 300B is an outdoor piezo siren. The siren has blue flash indication and selectable loudness levels. SR 300B is equipped with inner metal casing and tamper for higher protection.

Burglar Alarm Siren (SER) main features:

- Piezo Sounder Producing 85 dB/1m (low level); 105 dB/1m (high level).
- IP54 / IK04.
- Tamper Detection
- ABS plastic box with inner metal cove
- -30°C / +70°C
- 310 x 230 x 60 mm
- Inputs: 1 ALARM and 1 FIRE

5.3 ACCESS CONTROL SYSTEM

5.3.1 SIGNALLING EQUIPMENT ROOMS, TICKET OFFICES AND SUBSTATIONS

1. The IP smart card reader is installed at each controlled door and is based on an IP interface with internal memory for data storage to provide fast access. The IP smartcard reader allows validating an individual card together with its time group and validity dates to grant or deny access when a card is presented.

IP Card Reader Hardware features:

→ Multi smartcard reading:

- 13.56MHz ISO 14443A/B, ISO15693, Mifare (CSN), Inside (CSN), Felica (CSN)

→ Ultra slim design:

- 12mm super slim and aesthetic design

→ Versatile interfaces:

- TCP/IP RS485, Wigan interface

→ Enterprise – level access control system:

- Supports up to 40,000 users to 50,000 logs
- Supports up to 128 user groups to 64 zones

→ IP65 certified ingress protection:

- Rugged dust & waterproof structure
- Operates between -20°C ~ 50°C.

→ MTBF 191333 Hours (21.84 years).

→ Mechanical strength test (IEC/EN 60950-1)

- Steady force test -> 250N
- Wall or ceiling mounted equipment; force -> 50N

IP card Reader Specification:

- TTL I/O 2 x input
- Relay 1 x output
- CPU 32bit 533MHz DSP
- Memory 8MB flash + 16MB RAM
- Indicator Multi-colour LED
- Sound multi-tone buzzer
- Operating Temperature -20 ~ 50 °C
- Operating Humidity 0% ~ 90%
- Tamper Switch
- Operating Voltage 12V DC (max. 200mA)
- Dimensions (mm) 80(W) x 120(H) x 15 (D)
- Certificates IP65, CE, FCC, KCC

2. Secure I/O

Secure I/O is a separate controller for door control and I/O expansion. With encrypted communication, it provides a secure and cost-effective access control system.

Technical specifications:

- CPU 16 Mhz, 8bit Microprocessor
- Input: 4 digital inputs
- Outputs: 2 relay outputs
- Host communication: RS-485
- Display: 10 status LED
- Power: 12Vdc @ 300mA
- Dimensions: 143mm (W) x 82mm (H) x 35mm (D)
- MTBF – 777491 Hours (88.75 years)
- External interface (Figure 17)
- Operating Temperature: -20~50 °C / Humidity: 0% ~ 80%

Description:

- RLY0 LED – Status of Relay0,
- RLY1 LED – Status of Relay1,
- RX LED – Status of RS-485 Rx signal,
- TX LED – Status of RS-485 Tx signal,
- IN0 LED – Status of Input0,
- IN1 LED – Status of Input1,
- IN2 LED – Status of Input2,
- IN3 LED - Status of Input3,
- PWR LED – Power status
- RUN LED – Status of Secure I/O operation,
- RESET BUTTON – Secure I/O hardware reset,
- SYNC BUTTON - Synchronization between Secure I/O and device (Bio Station/ Bio Entry Plus) for security by exchanging an encrypted key. This prevents the operation of Secure I/O when the external device has been exchanged by an intruder. Sync button should be pressed when a device is set as a host in a RS-485 loop

Description:

- ID0 / ID1 - Dip switch to set an ID of Secure I/O
- Since max number of Secure I/O in an RS-485 loop is four, the ID of Secure I/O should be set among 0, 1, 2, 3
- RSV - reserved for future use
- Secure I/O ID setting

Power supply:

- 12V \pm 10%, at least 500mA for Secure I/O
- Comply with standard IEC/EN 60950-1

3. Electric Strike

The provided lock mechanism allows two different configurations, “fail secure” or “fail safe” as appropriate to the access point location.

The electric locks are installed on the frame and works in conjunction with the door manual mechanism.

The main characteristic of the electric lock is described below:

- Door status monitoring lock/unlock
- Symmetrical
- Reversible
- Fail secure or fail safe.
- Built-in varistor
- Input Voltage: 12 VDC
- Consumption: 12 VDC/200mA
- Dimensions: (H x W x D) 75 x 20,5 x 28mm
- Number of live cycles: 200.000

4. Request to Exit Button

Each controlled door is equipped with a manually activated Request to Exit Button at the exit location, to allow users to exit when the button is pressed.

RTE button main specifications:

- Green domed button with white back box.
- Surface or flush fitting
- High gloss easy clean surface
- Ideal for sensitive/general areas
- Voltage: <30V DC/AC
- Current: 4 A @ 30V AC/DC
- Operations: > 1 million
- Contacts: Double pole NO & NC
- Temperature Range: -40 C to +75 C
- Dimensions: 85mm (H) x 85mm (W) x 41mm (D)
- IP55

5. Power Supply Unit

To provide to the door equipment, a power supply unit with a battery is provided.
In the RM&TCC a 3A Power Supply Unit is installed.

Power Supply Unit Main Specifications:

- Power Supply with panel
- Led indicators: Operational, battery and fault
- UPS function
- IP rating: IP56
- PSU output
- 12V – 3A
- 12V – 5A
- PSU input 90 - 264 VAC
- Certificates: UL60950-1, TUV EN60950-1.
- Environment Temperature: -10°C ~+60°C
- Environment Humidity: 20% ~90% HR

6. Battery

A Battery is installed inside the Power Supply Unit that provides some autonomy to the equipment of the doors if the general power supply of the UPS fails.

5.4 CCTV IN TICKET OFFICES

5.4.1 IR CAMERA/FIXED CAMERA

Description:

Ultra-High Definition 4K network camera built into a weather-proof enclosure, designed for indoor and outdoor use, with motor-driven P-Iris varifocal lens, remote zoom (focal length) and focus control (including one-push autofocus), manual and automatic day/night switching supported by ambient light sensing and mechanically removable infrared (IR) cut filter, integrated homogeneous IR illumination provided by semi-covert 850 nm high-power LEDs, PoE support, UHD resolution (2160p/30), video output at full frame rate (25/30 frames per second), video compression H.264. H.265, MJPEG,

integrated microphone, Digital Image Shift, basic Video Content Analysis full technical specification below.

Application

Commercial and industrial, in indoor and outdoor areas.

Main Features:

- Ultra HD IR Network Camera
- 3840 x 2160 (2160p) @ 25/30 fps
- 1920 x 1080 (1080p) @ 25/30 fps
- Motor-Driven Lens with P-Iris
- Integrated IR Illumination
- Digital Image Shift
- AI/VCA
- PoE

Technical Specification

SENSOR

Type	1/1.7" <u>CMOS</u>
Number of sensor pixels	12MP
Light <u>sensitivity</u>	IR LED OFF: <0.05 <u>lux</u> (F1.4, AGC ON) IR LED On: 0lxu
Dynamic range	12dB
Signal to noise ration	>50dB

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LENS

Type	Motor-driven varifocal lens.
Format / Mount	1/1.7" Board Lens
Focal Length	4 – 10mm
Iris range	F1.4 - Closed.
Iris Control	P-Iris (motor-driven)
Zoom / Focus control	Motor-driven.
Minimum object distance	0.5m
IR Corrected	Yes
Available angles of view ² (H x V) At Wide end	Approx. 110°x80°@12MP (4000 x3000) @ 5MP (2592 x1920) @ 4MP (2336 x1744) @ 3MP (2048 x1536) Approx. 105°x56°@ 8MP (3840 x2160) @ 5.3 MP (3072 x1728) @ 1080p (1920 x1080) @ 720p (1280 x720)
Available angles of view ² (H x V) At tele end	Approx. 44°x33° @ 12MP (4000 x3000) @ 5MP (2592 x1920) @ 4MP (2336 x1744) @ 3MP (2048 x1536)

Format and Encoding

Video standard	SDTV (PAL/NTSC) HDTV (SMPTE296M, SMPTE 274M)
Resolution 4:3	12MP (4000x3000) @ 12.5/15fps 5MP (2592x1920) @ 25/30fps 4MP (2336x1744) @ 25/30fps 3MP (2048x1536) @ 25/30fps 1.5MP (1440x1080) @ 25/30fps 1.2MP (1280x960) @25/30fps 704x576, 704x480, 640x480 @ 25/30fps
Resolution 16:9	8MP (3840x2160,2160p) @25/30fps (Ultra High Definition) 5.3MP (3072x1728) @ 25/30fps 1080p (1920x1080) @ 25/30fps 720p (1280x720) @ 25/30fps
Video compression	H.264, H.265, MJPEG
Frame rate	Up to 30fps.
Video bit rate	1-5 Mbps, CBR (constant bit rate), VBR (variable bit rate), with priority setting for image quality ³
Video streaming	Up to 3 Streams with different setting simultaneously
Audio compression	G.711
Audio bit rate	64kbps
Live streaming transmission method	Uncast, Multicast
Number of live streams / clients	Up to 4 Streams with up to 16Mbps Simultaneously

Functions

Day/Night switching	Ambient Light sensing and removable IR cut filter (ICR), switching threshold level adjustable.
Black-and-white mode	Automatic (at low light or in night mode), on, off
Automatic Electronic Shutter	1/1-1/8000s
Slow Shutter Limit	1/1-1/1000s
Lens control	Zoom control (Tele-Wide), Focus control (Far-Near, One-push AF), Iris control (P-Iris) via web browser.
Digital flip function	Horizontal, Vertical or both axes
Digital Image Shift	Horizontal and vertical
Digital Noise Reduction	3D-DNR (adjustable by 10 Level)
Exposure presents	Universal, Indoor, Fluorescent, Casino, Low-Light, User-Defined (With automatic day/night switching)
Exposure compensation	-2 EV (Exposure Value) to+2EV (adjustable by 200 Levels)
Exposure metering	Average metering (light information from entire scene), center-weighted average metering, spot metering
Brightness adjustment	Automatic (ALC), Manual
Gain control	Automatic (AGC) with adjustable Gain Limit
White balance	<u>Auto</u> : ATW (Auto Tracking White Balance), One-Push AWB (Automatic White Balance) Fixed: 2800K, 4000K, 5000K, 6500K and 7500K.
Privacy Zone Masking	Hiding/masking of up to 16 protected areas (up to 100% of the entire image)
Alarm Notification	Via David protocol to <u>PGuard</u> advance, via E-Mail and FTP image upload in preparation.
Alarm Trigger	Application restart, Edge Storage status.
Video Content Analysis	Intrusion Detection (Detection of access to a defined area) Line Crossing (detection of a virtual line crossing) Tamper Detection (detection of manipulations on the camera)

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Protocols

Ethernet protocols	IPv4 (ARP , ICMP , IGMPv2/IGMPv3), UDP, TCP, LLDP, CDP (v1, v2), DSCP(QoS), DNS, DHCP, NTP, HTTP/HTTPS ⁶ , RTSP/RTP/RTCP, SNMP (v1, v2, v3)
Ethernet protocols in preparation	IPv6 (NDP , ICMPv6 , MLDv1/MLDv2, SLAAC), UDPv6, TCPv6, DNSv6, DHCPv6, LDAP
Communication protocols	DaVid , Davids, ONVIF Profile S, SNMP (v1 , v2 , v3)
Security	HTTPS ⁶ encryption, SSL/TLS ⁶ 1.2(AES), Network access control according to IEEE 802.1X ⁶

Connections

Ethernet	1x RJ45, 10BASE-T/100BASE-TX PoE
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IR Illumination

Type	Semi-covert 850nm high power LEDs
IR intensity	Adjustable
Photocell	Adjustable Day/Night switching threshold level
Range	Up to approx. 30m
Beam angle	Up to approx. 90°

Electrical Data

Voltage supply	PoE (Class 0)
PoE standard	IEEE 802.3af
Power consumption	Max. 12.95

Tender number: 03/2024/CTN/INFRA

Mechanical Data

Dimensions (<u>WxHxD</u>)	Approx. 99x88x231mm (3.9"x3.5"x9.1") without wall mount bracket
Weight	Approx. 2.2kg (4.9lb) with wall mount bracket
Adjustment	2-axes
IP rating	IP66
Color	White

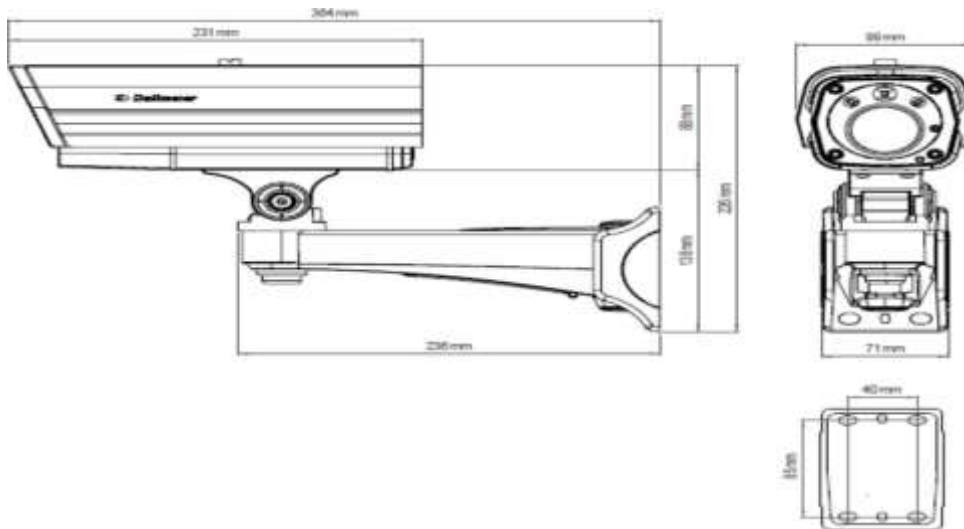
Environmental Conditions

Operating temperature up	-40°C to 50°C (-40°F to 122°F), minimum start-temperature: -30°C (-22°F)
Relative humidity	0%-90% RH, non-condensing

Miscellaneous

Ambient light sensor	Integrated
Microphone	Integrated
Local memory	50 MB RAM memories
Memory extension	<u>microSDXC</u> 64GB, Class 10, UHS-I (optional)
Configuration and live video	Via web browser (all major platforms)
Languages	German, English
Programming interface	Open platform for integration into 3 rd party systems using API and ActiveX ⁶
ONVIF compliance	Profile S
GDPR compliance	Supported

Dimensions



5.4.2 DOME CAMERA

Description:

Ultra-High definition camera with 12 MP sensor, fix dome network color camera built into a vandal-resistant enclosure, designed for indoor use, for very high-resolution images in real-time, automatic switching of presets, motor-driven P-Iris varifocal lens, remote zoom (focal length) and focus control (including one-push autofocus), manual and automatic day/night switching supported by ambient light sensing and mechanically removable infrared (IR) cut filter, PoE support, Ultra HD (2160p) video output at a frame rate of 25/30 frames per second, H.265 video compression, storing the video stream in case of a network failure, Digital Image Shift, basic Video Content Analysis with object classification based on neural networks

Application

Commercial and industrial, for use in indoor areas

Tender number: 03/2024/CTN/INFRA

Main Features:

- Ultra HD Dome Network Camera
- 3840 x 2160 (2160p) @ 25/30 fps
- 1920 x 1080 (1080p) @ 25/30 fps
- Motor-driven Lens with P-Iris
- Digital Image Shift
- Day/Night with ICR
- AI/VCA
- PoE

Technical Specification

Sensor

Type	1/1.7"CMOS
Number of sensor pixels	12MP
Light sensitivity	<0.05lux
Dynamic range	92dB
Signal to noise ration	>50dB

Lens	F1.4/4-10mm	F1.8/12-50mm
Type	Motor-driven varifocal lens	Motor-driven varifocal lens
Format/Mount	1/1.7"Board lens	1/1.7"Board Lens
Focal length	4-10mm	12-50mm
Iris range	F1.4-Closed	F1.8-Closed
Iris control	P-Iris (motor-driven)	P-Iris (motor-drive driven)
Focus control	Motor-driven	Motor-driven
Minimum object distance	0.5m	2.5m
IR corrected	Yes	Yes

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Tender number: 03/2024/CTN/INFRA

Available angles of view (H x V) At wide end	Approx. 110°x80° @ 12MP (4000x3000)	Approx. 36°x26° @ 12MP (4000x3000)
	@ 5MP (2592x1920) @ 4MP (2336x1744) @ 3MP (2048x1536)	@ 5MP (2592x1920) @ 4MP (2336x1744) @ 3MP (2048x1536)
	Approx. 105°x56° @ 8MP (3840x2160)	Approx. 34°x19° @ 8MP (3840x2160)
	@ 5.3MP (3072x1728) @ 1080p (1920x1080) @ 720p (1280x720)	@ 5.3MP (3072x1728) @ 1080p (1920x1080) @ 720p (1280x720)
Available angel of view (H x V)	Approx. 44°x33° @ 12MP (4000x3000)	Approx. 9.2°x6.8° @ 12MP (4000x3000)
	@ 5MP (2592x1920) @ 4MP (2336x1744) @ 3MP (2048x1536)	@ 5MP (2592x1920) @ 4MP (2336x1744) @ 3MP (2048x1536)
	Approx. 42°x23° @ 8MP (3840x2160)	Approx. 8.8°x4.9° @ 8MP (3840x2160)
	@ 5.3MP (3072x1728) @ 1080p (1920x1080)	@ 5.3MP (3072x1728) @ 1080p (1920x1080)

Format and Encoding

Video standard	SDTV (PAL/NTSC) HDTV (SMPTE 296M, SMPTE 274M)
Resolution 4:3	12MP (4000x3000) @ 12.5/15fps 5MP (2592x1920) @ 25/30fps 4MP (2336x1744) @ 25/30fps 3MP (2048x1536) @ 25/30fps 1.5MP (1440x1080) @ 25/30fps 1.2MP (1280x960) @ 25/30fps 704x576, 704x480, 640x480 @ 25/30fps
Video compression	H.264, H.265, MJPEG
Frame rate	Up to 30fps
Video bit rate	1-5Mbps, CBR (constant bit rate), VBR (variable bit rate), with priority setting for image quality ²
Video streaming	Up to 3 streams with different setting simultaneously
Audio bit rate	G.711
Audio bit rate	64kbps
Live streaming transmission	Unicast, Multicast
No. of live streams / clients	Up to 5 streams with up to 16Mbps simultaneously

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Functions

Day/Night Switching	Ambient light <u>sensing</u> and removable IR cut filter (ICR), switching threshold level adjustable
Black-and-white mode	Automatic (at low light or in night mode), On, Off
Automatic Electronic Shutter	1/1-1/8000s
Slow Shutter Limit	1/1-1/1000s
Lens control	Zoom control (Tele-Wide), Focus control (Far-Near, One-Push AF), Iris control (P-Iris) via web browser
Digital Flip Function	Horizontal, vertical or both axes
Digital Image Shift	Horizontal and vertical
Digital Noise Reduction	3D-DNR (adjustable by 10 levels)
Exposure Presets	Universal, Indoor, Outdoor, Casino, Low-Light, User-Defined (with automatic day/night switching)
Exposure Compensation	-2 EV (Exposure Value) to +2 EV (adjustable by 200 levels)
Exposure Metering	Average metering (Light information from entire Scene), center-weighted average metering, spot meeting
Brightness adjustment	Automatic (ALC), Manual
Gain Control	Automatic (AGC) with adjustable Gain Limit
White Balance	Auto: ATW (Auto Tracking White Balance), One-Push AWB (Automatic White Balance) Fixed: 2800K, 4000K, 5000K, 6500K and 7500K
Privacy Zone Masking	Hiding/masking of up to 16 protected areas (up to 100% of the entire image)
Alarm Notification	Via <u>DaVid</u> protocol to <u>PGuard</u> advance, via E-Mail and FTP image upload in preparation
Alarm Trigger	Application Restart, Edge Storage status
Video Content Analysis	Intrusion Detection (Detection of access to a defined area) Line Crossing (Detection of a Vertical Line Crossing)

Tender number: 03/2024/CTN/INFRA

Tamper Detection (Detection of Manipulations on the Camera) Object Classification (classification of objects AI support) Face Detection (Detection of Faces) ^4

Protocols

Ethernet protocols

IPv4
(ARP,ICMP,IGMPv2/IGMPv3),UDP,TCP,LLDP,CDP,(v1,v2),DSCP(QoS),DNS,DHCP,NTP,HTTP/HTTPS^5,RTSP/RTP/RTCP,SNMP(v1,v2,v3)

Ethernet protocols

IPv6
(NDP,ICMPv6,MLDv1/MLDv2,SLAAC,RDNSS),UDPv6,TCPv6,DNSv6,DHCPv6,LDAP

Communication protocols

DaVid, DaVidS, ONVIF Profile S, SNMP (v1,v2,v3)

Security

HTTP^5 encryption, SSL/TLS^5 1.2 (AES), network access control according to IEEE802.1X^5

Connections

Video preview output

1x BNC CVBS,1.0V peak to peak, 75Ω),704x576@50Hz,704x480 @60Hz (4:3)
1x HDMI micro (D), 1080p (1920x1080)@25/30fps (16:9)

Audio Line IN

1x 3.5mm phone jack for stereo plug
Input level: max.2.83V peak to peak
Input impedance: 29kΩ

Audio Line OUT

1x 3.5mm phone jack for stereo plug
Output level at 10kΩ load: max.3.11V peak to peak
Output impedance: 320Ω

Ethernet

1x RJ45, 10BASE-T/100BASE-TX PoE

Power IN

1x Weidmuller male connector SL 3.50/0290G (mating connector Weidmuller BL 3.50/02/180 SN)

Tender number: 03/2024/CTN/INFRA

Electrical Data

Voltage supply	24V DC
PoE standard	PoE (Class 0)
PoE standard	IEEE 802.3af
Power consumption	Max.12W

Mechanical Data

	DDF5450HDV-DN-IM	DDF5450HDV-DN-SM
Dimensions	Approx. ø 170 x H 135mm Ø 6.7 x H 5.3inches 5.3inches	Approx. ø 152 x H 138mm ø 6.0 x H
Weight	Approx. 1200g 2.6lb	Approx. 1100g 2.4lb
Adjustment	3-axes	3-axes
Bubble	Clear (with black inner liner) liner)	Clear (with black inner liner)
Vandal-resistant	Yes	Yes
IK protection	IK10 (up to 20 joules)	IK10 (up to 20 joules)
IP rating	--	IP67
Color	Black with white housing	White

Environmental Conditions

Operating temperature	-20°C to +50°C (-4°F to 122°F)
Relative humidity	0%-90% RH, non-condensing

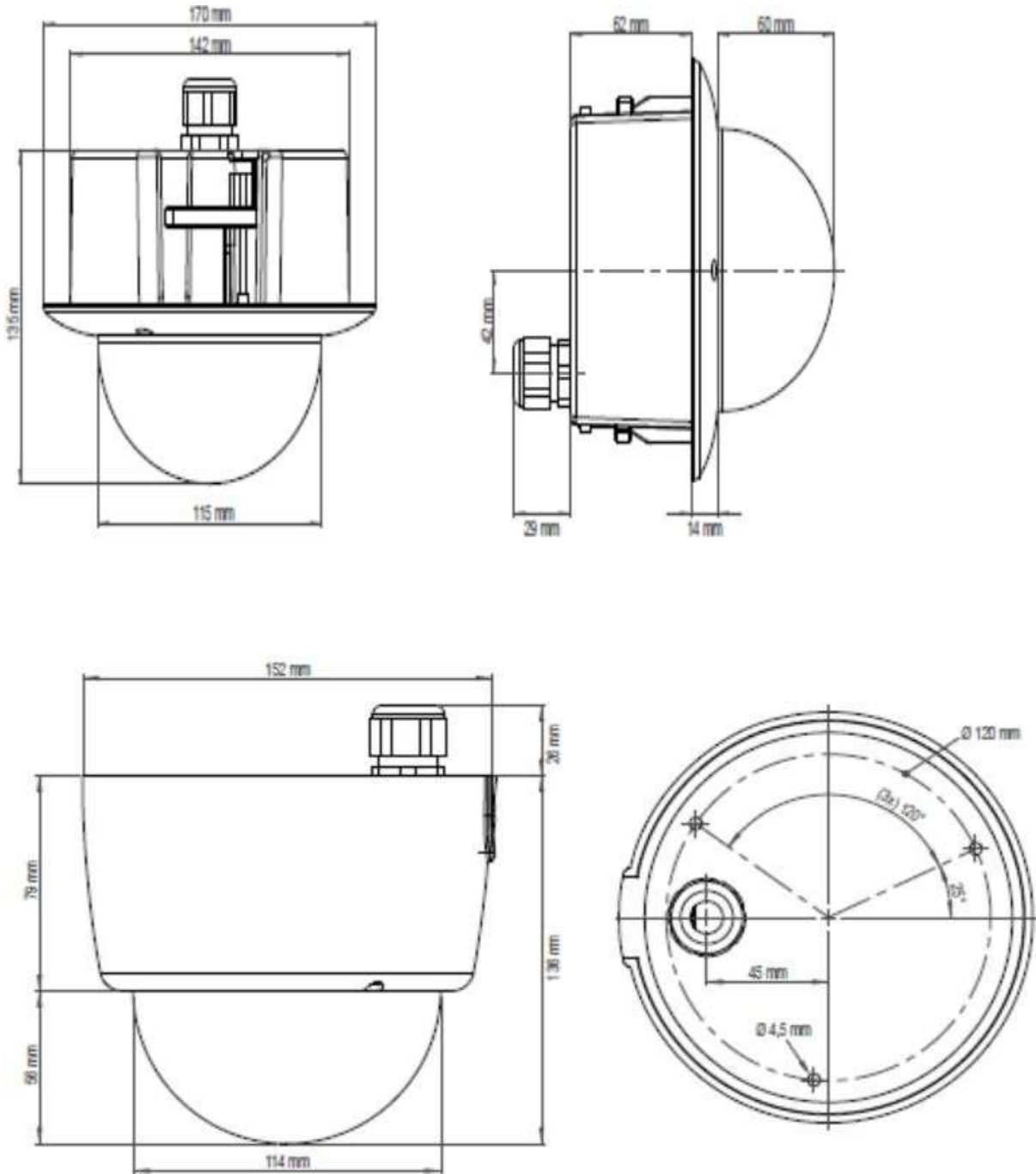
Miscellaneous

Ambient Light sensor	Integrated
Local memory	50 MB RAM Memory
Memory extension	<u>microSDXC</u> 64GB, Class 10, UHS-I (Optional)
Configuration and live video	Via web browser (All Major Platforms)
Languages	German, English
Programming interface	Open Platform for integration into 3 rd party Systems using API and ActiveX^6
ONVIF compliance	Profile S
GDPR compliance	Supported

Approvals/Certifications

Type	CE, FCC, RCM, UL, DIN EN 50130-4 compliant
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Dimensions



5.4.3 PTZ DOME CAMERAS

Description

High-resolution 2.0-megapixel PTZ dome network color, variants with 20x and 30x optical zoom, with auto-focus, 24-hour video surveillance, automatic day/night switching with removable IR cut filter (ICR), automatic day/night switching of presets, high-performance Pan-Tilt-Zoom mechanism, 128 programmable preset positions, 32 patrols (up to 32 presets per patrol), 16 patterns (recording time up to 10 minutes per pattern), real-time high-definition video with up to 30 fps at a resolution of 2.0 MP, Progressive Scan, video compression H.264 und MJPEG, digital WDR (Wide Dynamic Range), 3D Digital Noise Reduction (3D DNR), memory expansion with micro SDXC card, Edge Storage & Smart Backfill for storage of the video stream in case of a network failure, PoE+ support,

Application

Commercial and Industrial

Main Features

- 2MP full HD Dome Camera
- High Speed PTZ
- 20x / 30x Zoom
- 1080p @ 25/30 fps
- 720p @ 25/30 fps
- Day / Night with ICR
- PoE+

Technical Specification

Sensor

Type	1/2.8" CMOS
Number of sensor pixels	2MP
Light sensitivity	0.4 lux (F1.6, 1/30s, 50 IRE, AGC On) 0.05 lux (1.6, 1.1s, 50 IRE, AGC On)
Dynamic range	Wide Dynamic Range (digital)
Signal to noise ration	>50 dB

Tender number: 03/2024/CTN/INFRA

Lens	20x	30x
Focal length	4.7-94mm	4.3-129mm
Aperture range	F1.6-F3.5	F1.6-F5.0
Minimum object distance (wide – tele)	0.01-1.5m	0.01-1.5m
Angle of view at full resolution (wide - tele)	Approx.58°-3°	Approx.66°-2°
Zoom speed (wide - tele)	Approx. 2.7s	Approx.3s
		<input type="checkbox"/>
PTZ Functions	360° endless	
Tilt range	-5° to 90° (Auto Flip)	
Pan speed	Manual speed 0.1°- 300°/s Preset speed 540°/s	
Tilt speed	Manual speed 0.1°- 240°/s Preset speed 400°/s	
Proportional zoom	Rotational speed can be adjusted automatically according to zoom.	
Number of presets	128	
Patrol	32 patrols (up to 32 presets per patrol)	
Pattern	16 patterns (recording time up to 10 minutes per pattern)	
Home actions	Preset, Patrol and Pattern	
Format and Encoding		
Video standard	SDTV (PAL/NTSC) HDTV (SMPTE 296M, SMPTE 274M)	
Resolution 4:3	704 x 480 @ 25/30fps 640 x 480 @ 25/30fps 320 x 240 @ 25/30fps 352 x 240 @ 25/30fps	
Resolution 16:9	1080p (1920 x 1080) @ 25/30fps 720p (1280 x 720) @ 25/30fps	
Video compression	H.264, MUEPG	

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Tender number: 03/2024/CTN/INFRA

Frame rate	Up to 30fps
Video bit rate	1-8Mbps, CBR (constant bit rate), VBR (variable bit rate), with priority setting for image quality^4
Audio compression	G.711
Audio bit rate	64kbps
Live streaming transmission method	Unicast, Multicast
Number of Live streams / clients	Up to 2 streams with up to 8Mbps simultaneously

Functions

Day/Night switching	Removable IR cut filter (ICR), switching Level adjustable
Black-and-white mode	Automatic (at low light or in night mode), On, Off
Automatic Electronic Shutter	1/1-1/30,000s
Slow Shutter Limit	1/1-1/1,000s
Lens control	Auto focus
Digital flip function	Horizontal, vertical or both axes
Digital Noise Reduction	3D-DNR (adjustable by 10 levels)
Backlight Compensation (BLC)	Supported
Highlight Compensation (HLC)	Supported
Exposure presents	Universal, Indoor, Outdoor, Casino, Low=light, User-Defined (with automatic day/night switching)
Exposure metering	Average metering (light information from entire scene), center-weighted average metering, spot meeting
Brightness adjustment	Automatic (ALC), Manual
Gain control	Automatic (AGC) with adjustable Gain Limit
White Balance	Auto: ATW (Auto Tracking White Balance) Fixed: 2800K, 4000K, 5000K
Privacy Zone Masking	Hiding/masking of up to 24 protected areas (up to 100% of the entire image), different colors, squares, polygons

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region



Tender number: 03/2024/CTN/INFRA

Ethernet	1x RJ45, 10BASE-T/100BASE-TX (PoE+)		
Power IN	1x 24V AC on Weidmüller male connector SL 3.50/02/90G	1x 24V AC on breakout cable	
Electrical Data	Surface Variants and in-Ceiling Variants	Weatherproof Variants	
Voltage supply	24V AC ±10% (50/60Hz) PoE+		
PoE standard	IEEE 802.3at		
Power consumption	Max. 25W	Max. 25W (camera) Max. 89W (with fan/heater)	
Mechanical Data	Surface Variants	In-Ceiling Variants	Weatherproof Variants
Dimensions	Approx. ø179x H 268mm ø7.0xH 10.5inches 13.0inches	Approx. ø245xH 267mm ø9.6xH 10.5inches	Approx. ø258xH 329mm ø10.2xH
Weight	Approx. 35.kg	Approx. 3.1kg	Approx. 5.0kg
Bubble	Clear		
Vandal-resistant	--	--	Yes
IK protection	--	--	IK10 (up to 20 Joules)
Raring	--	Plenum Rating (UL 2043)	IP64
Color	Black	Black with white housing ring	White
Environmental Conditions	Surface Variants	In-Ceiling Variants	Weatherproof Variants
Operating temperature	-10°Cto+50°C (14°Fto122°F)	-10°Cto+50°C (14°Fto122°F)	-10°Cto+50°C (14°Fto122°F)
Relative humidity	0%-90% RH, non-condensing		

Miscellaneous

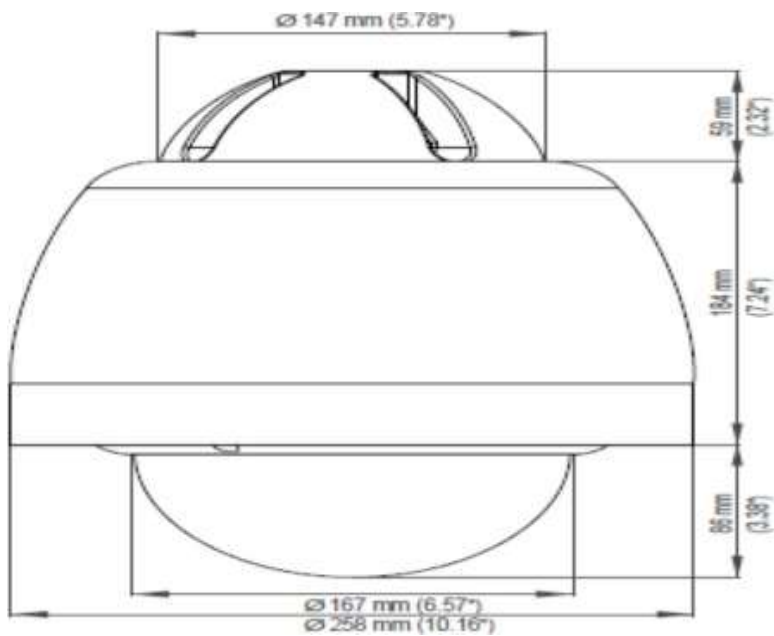
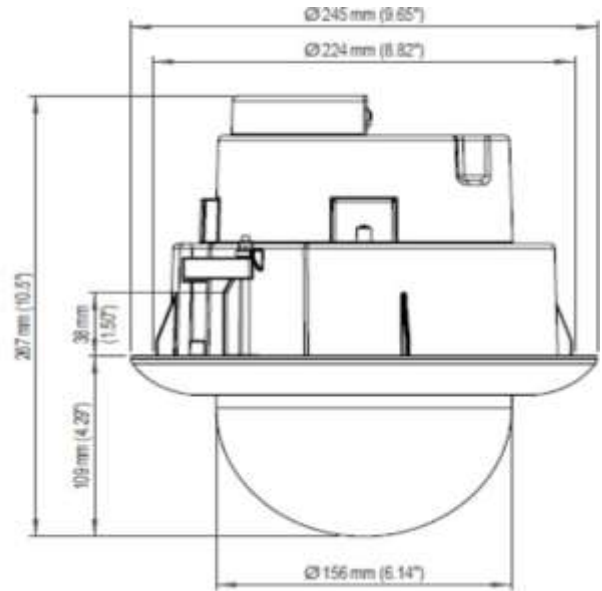
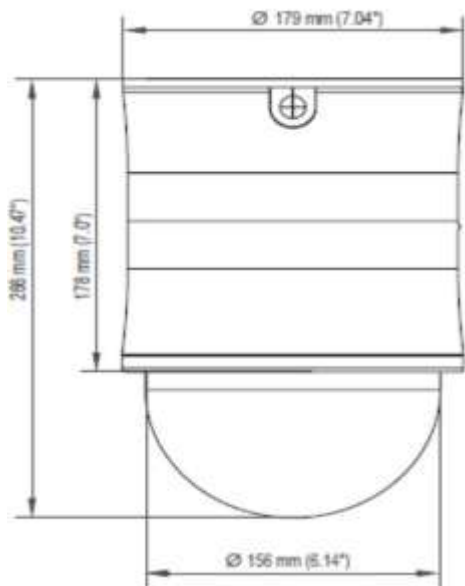
Local Memory	30MB RAM Memory
Memory Extension	microSDXC 32 GB, Class 10, UHS-II (optional)
Configuration and live Video	Via web browser (all major platforms)
Languages	German, English
Programming Interface	Open platform for integration into 3 rd party systems using API and Active^7
ONVIF Compliance	Profile S
GDPR Compliance	Supported

Approvals/Certifications

Type	CE, DIN EN 50130-4 compliant
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Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Dimensions



5.4.4. RECORDING SERVER

Description

The IPS 10000 appliance combines the proven recording software SMAVIA Recording Server with reliable and high-performance server hardware. Perfectly tuned components ensure high storage speed and allow for the recording of up to 100 high-definition video streams at a frame rate of 30 fps. The integrated RAID 6 storage system already provides a high storage capacity and can be expanded by an external RAID 6 JBOD systems.

Application

Commercial and industrial for use in indoor areas

Main Features

- SMAVIA Recording Server Appliance
- Up to 100 HD video streams
- Storage system
- Rack mount
- 8x 3.5" HDD

Technical Specification

Components

CPU	<u>Multi-Core</u>
RAM	16GB
Flash module	8GB (for operating system and application)
Hard disks	Up to 8x 3.5" HDD (optional)
Max. storage capacity	Currently up to 72TB (RAID 6)
Fan	3x with automatic speed adaptation
Power supply unit 1	Integrated
Power supply unit 2	Integrated
Power supply unit 3	Optional (DPM-150W/004064)

Interfaces

Video OUT	1x DisplayPort DP 1.2, only for configuration 1x DVI, only for configuration
AUX / Line IN	1x 3.5mm phone jack
Microphone IN	1x 3.5mm phone jack
Audio OUT	1x 3.5mm phone jack
USB	2x USB 3.0 type A (rear side) 6x USB 2.0 type A (rear side) 1x USB 2.0 type A (rear side)
Ethernet 1	RJ45, 10/100/1000Mbps
Ethernet 2	RJ45, 10/100/1000Mbps
Contact IN	4x, with galvanic isolation, only for switch / push button (dry contact), with 4 functions each
Relay OUT	4x, with galvanic isolation, Max. 12V DC / 24V AC / 0.5A, 150mOhm, as NC or NO
SATA interface	RAID controller board for SMAVIA Enterprise Storage JBOD storage extension (optional)
PS/2	Mouse, Keyboard

Tender number: 03/2024/CTN/INFRA

Protocols

Ethernet protocols	IPv4 (<u>ARP</u> , <u>ICMP</u> , <u>IGMPv2/IGMPv3</u>),UDP,TCP
Ethernet protocols in preparation	IPv6 (<u>NDP</u> , <u>ICMPv6</u> , <u>MLDv1/MLDv2</u> , <u>SLAAC</u> , <u>RDNSS</u>), UDPv6,TCPv6
Communication protocols	DaVid, DaVidS, HTTP, <u>HTTPS^4</u> , <u>DNS</u> , <u>DHCP</u> , <u>LDAP</u> ,NTP,RTSP,RTP,RTCP,SNMP(v1, v2c)
Security	HTTPS^5 encryption, SSL/TLS^4 1.2(AES), network access control according to IEEE 802.1X^4

Electrical Data

Voltage	115/230V AC ±5%, 50/60Hz
Power Consumption	Max. 230W
Thermal output	Max. 785 BTU/h

Mechanical Data

Dimensions (W x H x D)	Approx. 483 x 133 x 533mm (19.0"x 5.3"x 21.0")
Weight	Approx. 20kg (44lb) with eight hard disks
Color	Black (Front, anodized)

Tender number: 03/2024/CTN/INFRA

Ambient Data

Temperature	+5°C up to +40°C (41°F-104°F)
Recommended temperature	+20°C up to +25°C (68°F-77°F)
Humidity	5 – 70% RH, non-condensing
Atmospheric load	Dust-free

Approvals and Certifications

Type 50130-4	<u>CE,UL</u> ,FCC,RCM,LGC, Forensics, DIN EN
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Software

Operating system	Linux (proprietary, hardened)
Application	SMAVIA Recording Server (version 9.x.x)
Application language (others on request)	English, German, French, Spanish, Italian
External management software	SMAVIA Viewing Client DMVC App
External configuration software	PService3
ONVIF compliance	Profile S
GDPR compliance	Supported

Performance in connection with IPS 10 000

Channels	Up to 100x high-definition video streams
Supported cameras systems.	<u>Dallmeier</u> <u>Panomera*</u> multifocal Sensor <u>Dallmeier</u> network cameras over TCP/DaVid Video protocol) Third-party network cameras with RTSP
	Streaming over UDP/RTP or TCP DLC – 3 rd Party Package (005755)
Tracking mode	Automatic
Video/Audio compression	H.264, H.265 /G.722.1
Resolution	Up to 12MP, depending on the camera
Frame rate per channel	Up to 25/30fps, depending on the camera
Bit rate per channel	Up to 50Mbps, depending on the camera
Max. Total bit rate	Up to 400Mbps

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

Tender number: 03/2024/CTN/INFRA

Recording^{^5} Camera	3rd Party IP Camera	<u>Dallmeier</u>	IP
Transport protocol	RTP over UDP		TCP
Communications protocol	RTSP	<u>DaViD</u>	
Mode Timer	integrated		integrated
Mode Permanent	integrated		integrated
Mode Contact	integrated		integrated
Mode Motion	integrated		integrated
Mode Motion/Contact	integrated		integrated
Switching mode by timer	--		integrated
Fuctions^{^5} Camera	3rd Party IP Camera	<u>Dallmeier</u>	IP
Motion detection	integrated		integrated
Smartfinder	integrated		integrated
Video proxy	integrated		integrated
<u>SeMSy</u> *multicast streamer	integrated		<u>integrated</u>
<u>PRemote</u> -HD	integrated		<u>integrated</u>
DMVC Sever	integrated		integrated
PTZ control with SVC	integrated		integrated
Audio recording	integrated ^{^6}		integrated
Camera configuration	integrated		integrated
Locking the camera configuration	--		integrated
Recording multicast video streams	--		integrated
Edge Storage & Smart Backfill	--		integrated
Network scan (IP Finder)	--		integrated
VCA data base	--		integrated

5.4.4 SERVER HARDWARE

Description

The Server Rack-Mount 1RU is equipped with a powerful quad-core CPU and 16 GB RAM. In conjunction with the integrated license for the Windows 10 operating system, it is the ideal platform for the various server components in a SeMSy Video Management System.

Features

- Microsoft Windows 10 Pro 64 bit
- CPU Intel Xeon 2), quad-core, 3.0GHz
- Memory 16GB DDR4 RAM
- Hard drive bays for up to 4 x hard disks
- SATA hard disks with 2,4,6 or 8TB optional
- Two high-performance and redundant PSUs included
- Compact 1RU rack-mount housing (short depth)
- Mounting rails for 9" rack included in delivery

Tender number: 03/2024/CTN/INFRA

Technical Specification

Integrated Software

Operating systems for Microsoft Windows 10 Pro 64 bit
OS language English

Components

CPU Intel Xeon, Quad-Core, 3.GHz
Memory 2x 8GB DDR4
Hard disks 4x changeable frame integrated
4x 3.5* SATA HDD optional
RAID Level RAID 1
Fan 5x 40x28mm
Power supply unit 2x 400W, redundant

Interfaces

Monitor Out 1x D-Sub, 15 pins
USB 2x USB 2.0, front side
4x USB 2.0, rear side
Ethernet 2x RJ45, 10/100/1000Mbps
IPMI 1x RJ45, 10/100Mbps
COM1 1x D-SUB, 9 pins, rear side
COM 2 1x D-SUB, 9 pins, front side
LED displays 2x Network activity
1x hard disk activity
1x voltage status
1x system overheat

Electrical Data

Voltage supply 110/240V AC, 50/60Hz
Power consumption Max. 400W
Thermal output Max. 1364BTU/h

Mechanical Data

Dimensions (W x H D) Ca. 437x43x503mm (17.2"x1.7"x19.8")



Tender number: 03/2024/CTN/INFRA

Height units	1RU
Weight	Approx. 9kg (20lb), without hard disks
Color	Black (front)
Ambient Data	
Temperature	+5°C up to +40°C (41°F-104°F)
Recommended temperature	+20°C up to +25°C (68°F-77°F)
Humidity	5 – 70% RH, non-condensing
Atmospheric load	Dust-free
Approvals and Certifications	
Type	CE, UL, FCC

5.4.5 WORKSTATION 3 RACK-MOUNT

Main Features

- Workstation Hardware
- 4 RU rackmount
- 8-core 3.8 GHz CPU
- 16 GB DDR4 RAM
- 2 x power supply

Tender number: 03/2024/CTN/INFRA

Technical Specification

Components

CPU	8-core 3.8GHz
RAM	16GB
Hard disk drives	5x removable frames included 5x 3.5" SATA HDD optional 1x 3.5" M.2 SSD 256GB included (only for operating system)
Drive bays	2x 5.25" and 1x 5.25" with 3.5" adapter
RAID level	RAID 1 (for HDDs only)
Fan	1x front side with 90mm 2x rear side with 80mm
Power supply redundant, 600W	2x highly efficient modules (80PLUS Platinum),

Interfaces Mount Pro	Workstation 3 Rack-Mount	Workstation 3 Rack-
Monitor OUT	1x graphics card (<u>dual-slot</u>) with 3x DisplayPort 1.4 1x HDMI 2.0b	
Decoding card (single-slot)	1x GPU card (single-slot)	1x high performance GPU
Performance Decoding streams	up to 30 HD video streams	up to 60 HD video
Audio Out	1x optical S/PDIF port	
Audio IN / OUT	5x 3.5mm phone jack (8-channel)	
USB	6x USB 3.1 Gen. 1 type A 1x USB 3.1 Gen. 2 type A 1x USB 3.1 Gen. 2 type C 3x USB 2.0 type A 1x USB 2.0 type A (mainboard function USB BIOS Flashback)	
Ethernet	2x RJ45, 10/100/1000Mbps	

Tender: 03/2024/CTN/INFRA – As and when required maintenance and repairs of Burglar Alarm, CCTV and access control systems in the Western Cape Region

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Electrical Data

Voltage supply	115-230V AC \pm 5%, 50/60Hz
Power consumption	Max. 600W
Thermal output	Max. 2047BTU/h

Mechanical Data

Dimensions (W x H x D) (17.2"x7.0"x20.5")	Approx.	437x178x521mm
Weight drives	Approx.	21kg (46lb) with two hard disk
Color		Black

▲ Ambient Data

Temperature	+5°C up to +35°C (41°F-95°F)
Recommended temperature	+20°C up to +25°C (68°F-77°F)
Humidity	5 – 70% RH, non-condensing
Atmospheric load	Dust-free

Software

Operating system	Microsoft Windows 10 Pro 64Bit
OS language	English

Approvals and Certificate

Type	CE
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Note: This is a requirement from Prasa that a bidder must have the following CapacityPlant and tools to be able to do the maintenance on these systems.

- Appropriate tools for the management and configuration of Burglar Alarm, CCTV and Access Control systems, e.g. Configuration tool/laptop.
- Screwdriver Set, Climbing tools, e.g. ladders
- Electrical and electronic repair kits

Transfer of skills

- Detailed transfer of skills shall be given to PRASA telecommunications technicians to fully support the system. Including configuring the system from scratch.
- A transfer of skills program shall be designed to provide a comprehensive understanding and the basic level competency with the system. It shall be sufficiently detailed to allow PRASA telecommunications employees to fully operate the system independent without any outside assistance.

**5.4.6 PROFESSIONAL TECHNICAL STAFF REQUIREMENTS
KEY PROFESSIONAL STAFF**

Experience key professional staff in relation to the scope of work – Professionals Services:

Provide a list of 4 Certified Electricians or Technicians. Their respective experience and knowledge must pertain to CCTV, Alarm and Access Control systems maintenance and servicing including associated equipment and be presented in a CV. ONLY FOUR individuals will be evaluated that hold the most relevant experience overall and correct qualifications should excess Electricians or Technicians be submitted. Electricians or Technicians submitted with experience being irrelevant/omitted OR required qualifications not supplied - such individuals will be removed from the overall list submitted. This will affect the number of Electricians or Technicians submitted.

5.4.7 TECHNICAL INFORMATION TO BE PROVIDED WITH TENDER

The Bidders shall submit Organisational Experience which provide proof of previous experience in the form of completed projects/services/contracts that required **CCTV, Alarm and Access Control Systems Maintenance or Servicing or installation.**

The evidence should come in the form of five (5) completed reference letters. Where 1 reference letter equates to 1 project completed.

A. Previous client and completed works/services information:

- i. Name of the organization
- ii. Description of works/goods/services that were provided.
- iii. Year
- iv. Duration

B. Evaluation of service provider's performance

- i. Project completed within the stipulated time limits and adhering to lead times.
- ii. Quality of products and services provided.

6. TIME FRAMES / PROGRAM

6.1.1 Contract period:

The planned time frame for the implementation of this proposed project is 36 months. This contract will lapse when the funds run out or when the stipulated period comes to an end.

7. EVALUATION METHODOLOGY

The evaluation of Bids will be based on the information contained in Bids received in RFP and, which may be further supplemented by presentations and clarification information provided, if required. All Bids shall be equally evaluated by various committees involved in the evaluation process in accordance with stated Evaluation Criteria. Procurement integrity and fairness, transparency, competitiveness and full accountability will at all times be paramount.

7.1 EVALUATION AND SCORING METHODOLOGY

The evaluation of the Bids by the evaluation committees will be conducted at various levels. The following levels will be applied in the evaluation:

LEVEL	DESCRIPTION
Verify completeness	The Bid is checked for completeness and whether all required documentation, certificates; verify completeness warranties and other Bid requirements and formalities have been complied with. Incomplete Bids may be disqualified.
Verify compliance	The Bids are checked to verify that the essential RFP requirements have been met. Non-compliant Bids may be disqualified.
Detailed Technical Evaluation	Detailed analysis of Bids to determine whether the Bidder is capable of delivering the Project in terms of business and technical requirements. The minimum threshold for technical evaluation is [70%] any bidder who fails to meet the minimum requirement will be disqualified and not proceed with the evaluation of Price and Specific Goals.
Specific Goals	Evaluate Specific Goals
Price Evaluation	Bidders will be evaluated on price offered.
Scoring	Scoring of Bids using the Evaluation Criteria.
Recommendation	Report formulation and recommendation of Preferred and Reserved Bidders
Approval	Approval and notification of the final Bidder.

7.2 EVALUATION CRITERIA

Interested bidders for this project shall be evaluated in terms of their business credentials, financial standing, empowerment, technical capacity and experience. The evaluation committee shall use the following Evaluation Criteria depicted in Table 1 for the selection of the preferred bidder.

EVALUATION CRITERIA	WEIGHTING
Stage 1	
Stage 1A - Mandatory Requirements	Administrative Responsiveness
Stage 1B – Other Mandatory Requirements	Substantive Responsiveness
Stage 2	
Technical/Functional Requirements	Threshold of 70% for: <ul style="list-style-type: none"> • Key staff – Certified CCTV, Access control and alarm system electrician (40 points) • Previous Company / Organizational experience (60 points)
Stage 3	
Price	80
Specific Goals	20
TOTAL	100

Details of the stages outlined in table 1 above are presented in the following sections.

7.3 STAGE 1: COMPLIANCE REQUIREMENTS

Stage 1A – Mandatory Requirements - (To be submitted in envelope 1)

If you do not submit/meet the following mandatory documents/requirements, your bid will be automatically disqualified.

Only bidders who comply with stage 1A will be evaluated further. **[Note: only include technical legislative requirements]**

No.	Description of requirement	
a)	Proof of CIDB 4 EP or higher	x
b)	Bid Bond from a South African Bank	n/a

Stage 1B – Other Mandatory Requirements - (To be submitted in envelope 1)

If you do not submit the following mandatory documents/requirements, **PRASA may request the bidder to submit the information within three (3) working days. Should this information not be provided, your bid proposal will be disqualified.**

No.	Description of requirement	
a)	Completion of ALL RFP documentation (includes ALL)	
b)	Briefing Session Form D. Bidders must also reflect on the Compulsory Briefing Session Attendance Register	
c)	Signed Joint Venture, Consortium Agreement or Partnering Agreement (whichever is applicable)	
d)	The National Industrial Participation Programme Form (SBD5) must be completed and duly signed.	
e)	Letter of Good Standing: COID	
f)	Valid SARS Pin	
g)	CSD supplier registration number	
h)	4 Certified Electricians, with minimum qualification of N3 in Electrical and/or Electronic Engineering or Technicians with minimum qualification of National Diploma in Electrical and/or Electronic engineering. With certification in CCTV; Access Control and Alarm system training from companies that are PSiRA registered. All copies must be certified and not older than 3 months	

STAGE 2: TECHNICAL / FUNCTIONALITY REQUIREMENTS - (To be submitted in envelope 1)

Interested bidders shall then be evaluated on functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70% as per the standard Evaluation Criteria presented in Table above. Bidders who score below this minimum requirement shall not be considered for further evaluation in stage 3.

Details of the technical / functional requirements are presented in Table below

ITEM	CRITERIA	WEIGHT
1	Capacity Key staff – Certified CCTV, Access control and alarm system electrician	40
2	Previous Company / Organisational Experience	60
	TOTAL	100

Table 4: Technical Evaluation Criteria

7.3.1 Functional Evaluation Criteria

Bidders are evaluated based on the functional criteria set out in this RFP. Only those Bidders which score [70] points or higher (out of a possible 100) during the functional evaluation will be evaluated during the second stage of the Bid.

Details of the scoring methodology presented above are outlined below:

Functionality evaluation matrix & Criteria:

No	FUNCTIONALITY QUALITY CRITERIA	SUB-CRITERIA SCORING (Refer to Indicators for The Rating of Quality Criteria Table below and Breakdown)		POINTS
	<p><u>Capacity – Key Staff: Certified Electricians or Technicians</u></p> <ul style="list-style-type: none"> Provide a list of 4 Certified Electricians, with minimum qualification of N3 in Electrical and/or Electronic Engineering or Technicians with minimum qualification of National Diploma in Electrical and/or electronic engineering. With certification in CCTV, Access Control and Alarm system training from companies that are PSiRA registered. Their respective experience and knowledge must pertain to CCTV, Alarm and Access Control systems maintenance or servicing or installation including associated equipment and be presented in a CV or résumé. All 4 Electricians or Technicians experience will be counted collectively. Electricians or Technicians submitted with 	12 Years Experience and More COLLECTIVELY	5	40
		More than 7 Years – Less than 12 Years Experience COLLECTIVELY	4	
		More than 3 Years – Less than 7 Years Experience COLLECTIVELY	3	

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No	FUNCTIONALITY QUALITY CRITERIA	SUB-CRITERIA SCORING (Refer to Indicators for The Rating of Quality Criteria Table below and Breakdown)		POINTS
	experience being irrelevant/omitted OR required qualifications is/are not supplied - such individuals will be removed from the overall list submitted. This will affect the	More than 1 Year - Less than 3 Years Experience COLLECTIVELY	2	

No	FUNCTIONALITY QUALITY CRITERIA	SUB-CRITERIA SCORING (Refer to Indicators for The Rating of Quality Criteria Table below and Breakdown)		POINTS
	<p>number of Electricians or Technicians submitted. Therefore, the lowest score of 10 will be applied if less than 4 Electricians or Technicians are submitted.</p> <ul style="list-style-type: none"> • ONLY FOUR individuals will be evaluated that hold the most relevant experience overall and correct qualifications should exceed Electricians or Technicians be submitted. <p>Lowest score of 10 will be applied if less than 4 Electricians or Technicians are submitted as this would affect operations. This is a special requirement mentioned in the special conditions.</p>	Less than 1 Year collective experience	1	
		Unrelated work Experience of Key staff CVs or no CVs were Submitted	0	
	<p><u>Previous Experience/ Organisational Experience</u></p> <p>Supply evidence of previous experience in the form of completed projects/services/contracts that required CCTV, Alarm and Access Control Systems Maintenance or Servicing or installation Applications.</p> <p>The evidence should come in the form of five (5) completed reference letters. Where 1 reference letter equates to 1 project completed. The reference letter must address the below</p>	5 projects successfully completed with 5 relevant references letters.	5	60
		4 projects successfully completed with 4 relevant reference letters.	4	

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No	FUNCTIONALITY QUALITY CRITERIA	SUB-CRITERIA SCORING (Refer to Indicators for The Rating of Quality Criteria Table below and Breakdown)		POINTS
	items. Attached is a reference letter that can be used. The reference letter must be sent to the company/business where services were	3 projects successfully completed with 3 relevant references letters.	3	

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No	FUNCTIONALITY QUALITY CRITERIA	SUB-CRITERIA SCORING (Refer to Indicators for The Rating of Quality Criteria Table below and Breakdown)		POINTS
	<p>previously rendered for. Should the bidder be in possession of an existing letter, the letter shall cover all aspects outlined below.</p> <p>A. Previous Client and Completed Works/Services Information:</p> <ul style="list-style-type: none"> i. Name of the organization ii. Description of works/goods/services that were provided iii. Year iv. Duration <p>B. Evaluation of Service Provider's Performance</p> <ul style="list-style-type: none"> i. Project completed within the stipulated timeframes and adhering to lead times. ii. Quality of products and services provided. 			
		<p>2 projects successfully completed with 2 relevant reference letters.</p>	<p>2</p>	
		<p>1 project successfully completed with a relevant reference letter.</p>	<p>1</p>	
		<p>0 projects successfully completed with 0 relevant reference letters.</p>	<p>0</p>	
TOTAL				100



QUALITY CRITERIA	INDICATORS					
	0	1	2	3	4	5
<p><u>Capacity – Key Staff: Certified Electrician or Technician</u></p> <ul style="list-style-type: none"> <i>Provide a list of 4 Certified Electricians or Technicians</i> Their respective experience and knowledge must pertain to CCTV, Access Control, and Alarm System maintenance or servicing or installation including associated equipment and be presented in a CV or résumé. All 4 Electricians or Technicians experience will be counted together. 	<p>Unrelated work Experience of Key staff CVs or no CVs were Submitted.</p>	<p>Provide a list of 4 Certified Electricians or Technicians and CV's stating their relevant skills in relation to CCTV, Access Control, and Alarm Systems maintenance or installation including associated equipment, INCLUDING:</p>	<p>Provide a list of 4 Certified Electricians or Technicians and CV's stating their relevant skills in relation to CCTV, Access Control, and Alarm Systems maintenance or installation including associated equipment, INCLUDING:</p>	<p>Provide a list of 4 Certified Electricians or Technicians and CV's stating their relevant skills in relation to CCTV, Access Control, and Alarm Systems maintenance or installation including associated equipment, INCLUDING:</p>	<p>Provide a list of 4 Certified Electricians or Technicians and CV's stating their relevant skills in relation to CCTV, Access Control, and Alarm Systems maintenance or installation including associated equipment, INCLUDING:</p>	<p>Provide a list of 4 Certified Electricians or Technicians and CV's stating their relevant skills in relation to CCTV, Access Control, and Alarm Systems maintenance or installation including associated equipment, INCLUDING:</p>



QUALITY CRITERIA	INDICATORS					
	0	1	2	3	4	5
<ul style="list-style-type: none"> • Electricians or Technicians submitted with experience being irrelevant/omitted OR required qualifications not supplied -such individuals will be removed from the overall list submitted. This will affect the number of Electricians or Technicians submitted. • ONLY FOUR individuals will be evaluated that hold the most relevant experience overall and correct qualifications should excess Electricians or Technicians be submitted. 		Less than 1 year experience COLLECTIVELY	More than 1 Year – Less than 3 years' experience COLLECTIVELY	More than 3 Years – Less than 7 years' experience COLLECTIVELY	More than 7 Years – Less than 12 years' experience COLLECTIVELY	12 years' experience and more COLLECTIVELY



QUALITY CRITERIA	INDICATORS					
	0	1	2	3	4	5
Lowest score of 10 will be applied if less than 4 Electricians or Technicians are submitted as this would affect operations. This is a mandatory requirement mentioned in the special conditions.						



QUALITY CRITERIA	INDICATORS					
	0	1	2	3	4	5
<p><u>Previous Experience/Organisational Experience</u></p> <p>Supply evidence of previous experience in the form of completed projects/services/contracts that required CCTV, Access Control, and Alarm Systems Maintenance or Servicing or Installation Applications. The evidence</p>	<p>Note: 0% of points allocated for this criterion which equates to 0 points.</p> <p>0 Projects completed with 0 relevant reference letters.</p>	<p>Note: 20% of points allocated for this criterion which equates to 12 points.</p> <p>1 project completed with 1 relevant reference letter.</p>	<p>Note: 40% of points allocated for this criterion which equates to 24 points.</p> <p>2 projects successfully completed with 2</p>	<p>Note: 60% of points allocated for this criterion which equates to 36 points.</p> <p>3 projects successfully completed with 3</p>	<p>Note: 80% of points allocated for this criterion which equates to 48 points.</p> <p>4 projects successfully completed with 4</p>	<p>Note: 100% of points allocated for this criterion which equates to 60 points.</p> <p>5 projects successfully completed with 5</p>



QUALITY CRITERIA	INDICATORS					
	0	1	2	3	4	5
should come in the form of five (5) completed reference letters. Where 1 reference letter equates to 1 project completed.		If the reference letters does not feature all criteria, then the tenderer will be given the lowest score.	relevant reference letters. If the reference letters does not feature all criteria, then the tenderer will be given the lower score.	relevant reference letters. If the reference letters does not feature all criteria, then the tenderer will be given the lower score.	relevant reference letters. If the reference letters does not feature all criteria, then the tenderer will be given the lower score.	relevant reference letters. If the reference letters does not feature all criteria, then the tenderer will be given the lower score.
	<p>Note: the reference letter must be signed and stamped and comply with the two listed criteria.</p> <p>If the reference letter reflects a negative report attributable to the Supplier, that reference letter will not be considered.</p>					

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METRORAIL- WESTERN CAPE

CONTACTABLE REFERENCE FOR TENDERER

TENDER / PROJECT: As and when required maintenance and repairs of burglar alarm, CCTV and Access control System in the Western Cape Region

Name of the Tenderer:

To: PRASA – Metrorail – Western Cape

I, the undersigned duly Authorized Representative, hereby furnish this Reference on behalf of the Organisation named herein:

A. Previous Client and Completed Works/Services Information

- I. Name of the Organisation : _____
- II. Description of Works/Goods/Services that were Provided : _____

- III. Year : _____
- IV. Duration : _____
- V. Value of Works/Services/Goods : _____

B. Evaluation of Service Provider's Performance

1. Were the Works/Service/ Product completed/Delivered within Stipulated Time frames. If no kindly comment Yes No
2. Did the Works/Services/Product meet the expected and specified Quality If no kindly comment Yes No
3. Was employee screening done for the Project. If no kindly comment Yes No

Signature: _____

Telephone: _____

Date: _____

Business stamp with
date



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STAGE 3: PRICING AND Specific Goals

Bidders should provide their price proposal in envelope 2, which should include Form C (Financial Offer) and also provide proof of Specific Goals.

The following formula, shall be used by the Bid Evaluation Committee to allocate scores to the interested bidders: The maximum points for this tender are allocated as follows:

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

FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$PS = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where,

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

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:

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 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 the 80/20 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 the 80/20 preference point system will apply and that the lowest

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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 the 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 the 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

The specific goals allocated points in terms of this tender	ACCEPTABLE EVIDENCE	Number of Points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BEE Level 1/2	BEE Certificate / Affidavit (in case of JV, a consolidate scorecard will be accept)	5	
51% Black Youth Owned	Certified copy of ID	5	
51 % Black Owned	CIPC Documents / B-BBEE Certificate / Affidavit	5	
51% Black women owned	Certified copy of ID Documents not older than 3 months	5	
Total	The specific goals allocated points in terms of this tender	20	

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

4 OBJECTIVE CRITERIA (not applicable)

4.2 Section 2(1)(f) of the PPPFA empowers an organ of state to award a tender to the highest scoring bidder unless there is an objective criterion that justify the award to another tenderer.

4.3 PRASA reserves the right to apply the objective criteria for this bid.

4.4 PRASA may award a bid to a bidder that did not score the highest points under the following circumstances: **(not applicable)**

- a) A negative track record of the bidder in other related projects;
- b) spreading the award to bidders that have not been previously appointed;
- c) the need to avoid concentrating awards to the previously appointed bidders. Prasa shall take into account the following:
 - i. the number of bid(s) awarded to the highest scoring bidder(s) in the preceding financial years;
 - ii. the capacity of the highest scoring bidder(s) despite the previous appointments;
 - iii. the value and scope of the bid(s) already awarded to the highest scoring bidder(s);
 - iv. the materiality of the price difference between the highest scoring bidder and bidders; and
 - v. whether the goods, services or works are of a specialised nature.

5 SPLITTING OF AWARDS (not applicable)

PRASA reserves the right to split the award of this bid to more than one service provider.

6 APPOINTMENTS OTHER THAN THE SUCCESSFUL BIDDER

6.2 PRASA may appoint a bidder other than the successful bidder under the following instances:

- (i) When a successful bidder, after having been informed of the acceptance of its Bid, fails to sign a contract within a prescribe period of time e.g. 14 (fourteen) days after being called upon to do so;
- (ii) When a successful bidder has failed to provide the necessary security, bonds or guarantees within the time required to do so by PRASA;
- (iii) When a successful bidder fails to meet a condition precedent for the award of business (e.g. to obtain the necessary funding); and
- (iv) When final contract negotiations with a preferred bidder fails and a contract is not agreed upon.

6.3 PRASA will only award a bid to a bidder other than the highest scoring bidder provided that the bid is still within the bid validity period.

6.4 Only if the second ranked bidder is also unable/unwilling, PRASA may proceed to the third ranked bidder.

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8. VALIDITY PERIOD

This RFP shall be valid for **[120 working days]** calculated from Bid closing date.

9. THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

National Industrial Participation Programme (NIPP) requirements:

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

Bidders are therefore required to complete SBD 5 to give effect to the above. Bidders who do not complete this form will be automatically disqualified.

10 POST TENDER NEGOTIATION (IF APPLICABLE)

PRASA reserves the right to conduct post tender negotiations with a shortlist of Bidder(s). The shortlist could comprise of one or more Bidders. Should PRASA conduct post tender negotiations, Bidders will be requested to provide their best and final offers to PRASA based on such negotiations. A final evaluation will be conducted in terms of 80/20 or / 90/10.

11 FINAL CONTRACT AWARD

PRASA will negotiate the final terms and condition the contract with the successful Bidder(s). This may include aspects such as Enterprise Development and Supplier Development, the B-BBEE Improvement Plan, price and delivery. Thereafter the final contract will be awarded to the successful Bidder(s).



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12 FAIRNESS AND TRANSPARENCY

PRASA views fairness and transparency during the RFP Process as an absolute on which PRASA will not compromise. PRASA will ensure that all members of evaluation committees declare any conflicting or undue interest in the process and provide confidentiality undertakings to PRASA. The evaluation process will be tightly monitored and controlled by PRASA to assure integrity and transparency throughout, with all processes and decisions taken being approved and auditable.



SECTION 3

PRICING AND DELIVERY SCHEDULE

Bidders are required to complete the Pricing Schedule/ Bill of Rates **Annexure:3** and Form C (Volume 2 /Envelop 2)

1 PRICING

- a. A bill of quantities has not been included as part of this contract and was replaced with a Bill of Rates (BOR). Tenderers are required to submit their Ratefor **ALL** the services requested in the BOR.
- b. **Very important!** All rates in the BOR should include VAT at the end.
- c. The Contractor shall therefore tender on a “As and When” basis to perform maintenance work to the stations as described in the Scope of Work, on request from PRASA or their duly elected representatives in the relevant region.
- d. The rates quoted for should include traveling costs which must be averagedbetween the furthest and closest stations covered in terms of this contract. **No additional payment will be made for traveling costs.**
- e. If a tenderer leaves any item/s blank which are materially important for the award of the contract/business or fails to tender in an amount expressed orcalculable in Rands and cents (e.g. total amount, unit price, and hourly rate),Metrorail reserves the right to disqualify such a tender.
- f. It will be assumed that rates included in the Bill of Rates are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to www.stanza.org.za or www.iso.org for information on standards).

2 DISCLOSURE OF PRICES QUOTED

Bidders are to note that, on award of business, PRASA is required to publish the tendered prices and preferences claimed of the successful and unsuccessful Bidders inter alia on the National Treasury e-Tender Publication Portal, (www.etenders.gov.za), [the other medium used to advertise the bid i.e CIDB](#) as required per National Treasury Instruction Note 09 of 2022/2023.

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3 — PERFORMANCE AND BID BONDS (WHERE APPLICABLE)

~~3.1. The preferred Bidder shall where applicable provide PRASA with a performance bond which shall be 10% of the value of the entire Project price offered and it shall be issued with 30 days of receipt of notice of appointment. The Performance Bond shall be valid for the Contract period. The format of the Performance Bond is attached as **Annexure**~~

~~*[Bidders are required to submit their Bid with a Bid Bond. The Bid Bond shall due and payable if a bidder decides not to continue with the RFP process after submission of its Bid. The format of the Bid Bond is attached as Annexure(where applicable)]*~~

4 OWNERSHIP OF DESIGN

~~4.1. The plans and design developed and to be provided by PRASA shall at all times remain the property of PRASA.]~~

5 SERVICE LEVELS

- 5.1. An experienced national account representative(s) is required to work with PRASA's procurement department. [No sales representatives are needed for individual department or locations]. Additionally, there shall be a minimal number of people, fully informed and accountable for this agreement.
- 5.2. PRASA will have quarterly reviews with the Service provider's account representative on an on-going basis.
- 5.3. PRASA reserves the right to request that any member of the Service Provider's team involved on the PRASA account be replaced if deemed not to be adding value for PRASA.
- 5.4. The Service provider guarantees that it will achieve a 100% [hundred per cent] service level on the following measures:
 - a) Random checks on compliance with quality/quantity/specifications
 - b) On time delivery.
- 5.5. The Service provider must provide a telephone number for customer service calls.
- 5.6. Failure of the Service provider to comply with stated service level requirements will give PRASA the right to cancel the contract in whole, without penalty to PRASA, giving 30 [thirty] calendar days' notice to the Service provider of its intention to do so.

Acceptance of Service Levels:

YES	
-----	--



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6 TOTAL COST OF OWNERSHIP (TCO)

- 6.1. PRASA will strive to procure goods, services and works which contribute to its mission. In order to achieve this, PRASA must be committed to working with suppliers who share its goals of continuous improvement in service, quality and reduction of Total Cost of Ownership (TCO).
- 6.2. Bidders shall indicate whether they would be committed, for the duration of any contract which may be awarded through this RFP process, to participate with PRASA in its continuous improvement initiatives to reduce the total cost of ownership [TCO], which will reduce the overall cost of transportation services and related logistics provided by PRASA's operating divisions within South Africa to the ultimate benefit of all end-users.

7 FINANCIAL STABILITY

Bidders are required to submit their latest financial statements prepared and signed off by a professional accountant for the past years with their Proposal in order to enable PRASA to establish financial stability.

SIGNED at _____ on this ____ day of _____ 20.....

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____



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8 VALIDITY OF RETURNABLE DOCUMENTS

The successful Bidder will be required to ensure the validity of all returnable documents, including but not limited to its Tax Clearance Certificate and valid B-BBEE Verification Certificate, for the duration of any contract emanating from this RFP. Should the Bidder be awarded the contract [the Agreement] and fail to present PRASA with such renewals as and when they become due, PRASA shall be entitled, in addition to any other rights and remedies that it may have in terms of the eventual Agreement, to terminate such Agreement forthwith without any liability and without prejudice to any claims which PRASA may have for damages against the Bidder.

SIGNED at _____ on this _____ day of _____ 20.....

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____



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9 CERTIFICATE OF ACQUAINTANCE WITH RFP TERMS & CONDITIONS & APPLICABLE DOCUMENTS

By signing this certificate the Bidder is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with, and agrees with all the conditions governing this RFP, including those contained in any printed form stated to form part hereof, including but not limited to the documents stated below and PRASA will recognise no claim for relief based on an allegation that the Bidder overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or any other purpose:

1. PRASA's General Bid Conditions*

2. Standard RFP Terms and Conditions for the supply of Goods or Services or Works to PRASA

Should the Bidder find any terms or conditions stipulated in any of the relevant documents quoted in the RFP unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Bid. Any such submission shall be subject to review by PRASA's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be. A material deviation from the Standard terms or conditions could result in disqualification.

Bidders accept that an obligation rests on them to clarify any uncertainties regarding any bid to which they intend to respond, before submitting the bid. The Bidder agrees that he/she will have no claim based on an allegation that any aspect of this RFP was unclear but in respect of which he/she failed to obtain clarity.

The bidder understands that his/her Bid will be disqualified if this Certificate of Acquaintance with RFP documents included in the RFP as a returnable document, is found not to be true and complete in every respect.

SIGNED at _____ on this _____ day of _____ 20.....

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____



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SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____



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10 GENERAL CONDITIONS

10.1 ALTERNATIVE BIDS

Bidders may submit alternative Bid only if a main Bid, strictly in accordance with all the requirements of the RFP is also submitted. The alternative Bid is submitted with the main Bid together with a schedule that compares the requirements of the RFP with the alternative requirements the Bidders proposes. Bidders must note that in submitting an alternative Bid they accept that PRASA may accept or reject the alternative Bid and shall be evaluated in accordance with the criteria stipulated in this RFP.

10.2 PRASA'S TENDER FORMS

Bidders must sign and complete the PRASA's Bid Forms and attach all the required documents. Failure by Bidders to adhere to this requirement may lead to their disqualification.

10.3 PRECEDENT

In case of any conflict with this RFP and Bidders response, this RFP and its briefing notes shall take precedence.

10.4 RESPONSE TO RFP-CONFIDENTIALITY

Response to RFPs must clearly indicate whether any information conveyed to or requested from PRASA is confidential or should be treated confidentially by PRASA. In the absence of any such clear indication in writing from a response to RFP, PRASA shall deem the response to RFP to have waived any right to confidentiality and treat such information as public in nature.

Where a Bidder at any stage during the RFP Process indicates to PRASA that information or any response to RFP requested from PRASA is or should be treated confidentially, PRASA shall treat such information or response to RFP confidentially, unless PRASA believes that to ensure the transparency and competitiveness of the RFP Process the content of the information or response to RFP should be conveyed to all Bidders, in which event it shall apply the following process:

- PRASA shall confirm with the Bidder whether the raising of confidentiality applies to the entire response to the RFP or only specific elements or sections of the response;
- Where confidentiality is maintained by the Bidder and PRASA is of the opinion that the information or response to RFP if made publicly available would affect the commercial interests of the Bidder or is commercially sensitive information, PRASA shall not release such information to other Bidders if providing such information or response to the RFP would prejudice the competitiveness and transparency of the RFP Process;

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- Where PRASA is of the opinion that information provided is not commercially sensitive or would have no impact on the commercial interests of the relevant Bidder if released and fairness and transparency requires that such information be released to all Bidders, PRASA may:
 - i. inform the relevant Bidder of the necessity to release such information and/or response to RFP and request the Bidder to consent to the release thereof by PRASA; or
 - ii. obtain legal advice regarding the confidentiality of the relevant information and/or response to RFP and the legal ability of PRASA to release such information; or
 - iii. refrain from releasing the information and/or response to RFP, in which event PRASA shall not take account of the contents of such information in the evaluation of the relevant response to RFP.

The above procedures regarding confidentiality shall not apply to any information which is already public knowledge or available in the public domain or in the hands of PRASA or is required to be disclosed by any legal or regulatory requirements or order of any competent court, tribunal or forum.

10.5 RESPONSE TO THE RFP – RFP DISQUALIFICATION

Responses to RFP which do not comply with the RFP requirements, formalities, terms and conditions may be disqualified by PRASA from further participation in the RFP Process.

In particular (but without prejudice to the generality of the foregoing) PRASA may disqualify, at its sole discretion and without prejudice to any other remedy it may have, a Bidder where the Bidder, or any of its consortium members, subcontractors or advisors have committed any act of misrepresentation, bad faith or dishonest conduct in any of its dealings with or information provided to PRASA.

10.6 CORRUPTION, GIFTS AND PAYMENTS

Neither the Bidders to RFPs, its equity members, the sub-contractors, consortium members nor any of their agents, lenders or advisors shall directly or indirectly offer or give to any person in the employment of PRASA or any other Government official or any of the Advisory Team any gift or consideration of any kind as an inducement or reward for appointing a particular Bidder, or for showing or omitting to show favour or disfavour to any of the Bidders, its equity members or the sub-contractors in relation to the Project.

In the event that any of the prohibited practices contemplated under the above paragraph is committed, PRASA shall be entitled to terminate any Response to RFP's status and to prohibit such Response to RFP, its equity members, its SPV members, its Subcontractors and their agents, lenders and advisors from participating in any further part of the procurement of the Project.

10.7 INSURANCE



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Unless specifically provided for in this RFP or draft contracts, Bidders will be required to submit with their Bid for services professional indemnity insurance and works insurance to an extent (if any) if insurance provided by PRASA may not be for the full cover required in terms of the relevant category listed in this RFP. The Bidder is advised to seek qualified advice regarding insurance.

10.8 NO CONTACT POLICY

Bidders may only contact the bid administrator of PRASA as per the terms of the Communication Structure established by this RFP, except in the case of pre-existing commercial relationships, in which case contact may be maintained only with respect thereto and, in making such contact, no party may make reference to the Project or this RFP.

10.9 CONFLICT OF INTEREST

No Bidder member, subcontractor or advisor of the response to RFP may be a member of or in any other way participate or be involved, either directly or indirectly in more than one response to RFP or response to RFP during any stage of the Project procurement process, but excluding specialist suppliers of systems and equipment, non-core service providers or financial or commercial institutions whose role is limited purely to lending money or advancing credit to the response to RFP. Bidders are to sign the declaration of interest form. In order to prevent the conflict or potential conflict of interest between Lenders and Bidders to RFP, no advisors or the Contractor/s or Consortium/s to any response to RFP, consortium member or subcontractor may fulfil the role of arranger, underwriter and/or lead bank to the response to RFP. PRASA may disqualify the response to RFP from further participation in the event of a failure to comply with this provision. PRASA views the potential conflict of interest so great as to warrant the reduction of competition for advisory services.

10.10 BIDDER'S DECLARATION REGARDING PEP/PIP

PRASA requires bidders to disclose if they have Politically Exposed Persons ("PEP")¹ or Prominent Influential Persons ("PIP")² and related individuals in their organisation and/or beneficial owners / shareholders who are PEP/PIP.

PRASA reserves the right not to enter into a business relationship with such person, official or entity, provided there are objective factors that justify the conclusion of such business relationship, and the decision is based on achieving the best interest of PRASA.³

10.10.1 Is the bidder a PEP/PIP? **YES/NO**

10.10.2 Does the bidder have an existing relationship with a PEP/PIP? **YES/NO**

¹Both foreign and domestic politically exposed person as specified in Schedule 3A and 3B of the Financial Intelligence Centre Act No. 38 of 2001 as amended. (refer to Annexure 2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

²As reflected in Schedule 3C of the Financial Intelligence Centre Act No.38 of 2001 (refer to Annexure 2.1.2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

³Clause 4.5 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties.

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10.10.3 Where a relationship with a PEP/PIP exists, the bidder is required to furnish particulars of the nature of the exposure, term of the office and description of activities relating to exposure, in table below.

Name of PEP/PIP & Nature of Exposure/Influence	Term of the office	Description of activities relating to Exposure/Influence

10.10.4 Declaration:

I/We the undersigned _____
(Name) hereby certify that the PEP/PIP information furnished in this bid document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this bid, PRASA may disqualify our bid or terminate a contract we may have with PRASA where we are successful in this tender.

Signature

Date

Position

Name of bidder

10.11 COLLUSION AND CORRUPTION

Any Bidder shall, without prejudice to any other remedy available to PRASA, be disqualified, where the response to RFP –

- communicates to a person other than persons nominated by PRASA a material part of its response to RFP; or
 - Enters into any Contract or arrangement with any other person or entity that it shall refrain from submitting a response to RFP to this RFP or as to any material part of its Response to RFP to this RFP (refer the prohibition contained in Section 4(1)(b)(iii) of the Competition Act 89 of 1998).
- . The Bidders represents that the Bidder has not, directly or indirectly, entered into any



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agreement, arrangement or understanding or any such like for the purpose of, with the intention to, enter into collusive Biding or with reasonable appreciation that, collusive any agreement, arrangement or understanding or any such like may result in or have the effect of collusive Biding. The Bidder undertakes that in the process of the Bid but prior to PRASA awarding the Bid to a preferred bidder become involved in or be aware of or do or caused to be done any agreement, arrangement or understanding or any such like for the purpose of or which may result in or have the effect of a collusive Bid, the Bidder will notify PRASA of such any agreement, arrangement or understanding or any such like.; or

- offers or agrees to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done, or causing, or having caused to be done any act or omission in relation to the RFP Process or any proposed response to RFP (provided nothing contained in this paragraph shall prevent a response to RFP from paying any market-related commission or bonus to its employees or contractors within the agreed terms of their employment or contract).

10.2 CONSORTIUM CHANGES

If exceptional circumstances should arise in which a after the submission to the bid and after closing date of submission of bids, there is change in the composition of the Bidder, either through substitution or omission of any member of the Bidder:

- The Response to RFP must notify PRASA in writing of the proposed changes supported by complete details of the material reasons for the changes, the parties impacted by the changes and the impact on the response to RFP.
- PRASA shall evaluate the reasons advanced by the Bidder for the requested changes to the Bidder structure and where PRASA is not satisfied that the reasons advanced are reasonable or material, refuse to accept the change and disqualify the response to RFP, or notify the Bidder in writing of its non-acceptance of the changes and require the Bidder to propose a suitable alternative to PRASA within 10 (TEN) days of its receipt of the decision of PRASA, upon receipt of which PRASA shall -
 - i. Evaluate the alternative proposed for suitability to PRASA, and where the alternative is accepted by PRASA, inform the Bidder in writing of such acceptance and PRASA shall reassess the response to RFP against the RFP requirements and criteria; or
 - ii. Where the alternative is not accepted by PRASA, inform the Bidder in writing of such non-acceptance as well as its disqualification from the RFP Process.



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- iii. Where PRASA is satisfied that the changes requested under (i) above are reasonable and material, the response to RFP, shall be allowed to effect the required changes and PRASA shall reassess the response to RFP against the RFP requirements and criteria.

10.3 COSTS OF RESPONSE TO THE RFP SUBMISSION

All costs and expenses associated with or incurred by the Bidder in relation to any stage of the Project, shall be borne by the Bidder. PRASA shall not be liable for any such costs or expenses or any claim for reimbursement of such costs or expenses.

To avoid doubt, PRASA shall not be liable for any samples submitted by the Bidder in support of their Responses to RFP and reserves the right not to return to them such samples and to dispose of them at its discretion.

10.4 RESPONSE TO THE RFP WARRANTY

Bidders must provide a warranty as part of their Responses to RFP that their Responses to RFP are true and correct in all respects, that it does not contain a misrepresentation of any kind and that the taxes of all members of the Bidder company, consortium members and or subcontractors are in order and none of the members are undergoing corruption or any criminal-related investigations or have any past convictions for fraud or corruption.

11 CONDITIONS OF TENDER

General

- | | | |
|--|---|--|
| Actions | 1 | PRASA's <i>Representative</i> and each <i>tenderer</i> submitting a tender shall act as stated in these Conditions of Tender and in a manner which is fair, equitable, transparent, competitive and cost-effective. |
| Interpretation | 2 | Terms shown in <i>italics</i> vary for each tender. The details of each term for this tender are identified in the Request for Tender / Scope of work/ specification. Terms shown in capital initials are defined terms in the appropriate conditions of contract. |
| | 3 | Any additional or amended requirements in the Scope of work/ specification, and additional requirements given in the Schedules in the <i>tender returnables</i> are deemed to be part of these Conditions of Tender. |
| | 4 | The Conditions of Tender and the Scope of work/ specification shall form part of any contract arising from this invitation to tender. |
| Communication | 5 | Each communication between PRASA and a <i>tenderer</i> shall be to or from PRASA's <i>Representative</i> only, and in a form that can be read, copied and recorded. Communication shall be in the English language. PRASA takes no responsibility for non-receipt of communications from or by a <i>tenderer</i> . |
| PRASA's rights to accept or reject any tender | 6 | PRASA may accept or reject any variation, deviation, tender, or alternative tender, and may cancel the tender process and reject all tenders at any time prior to the formation of a contract. PRASA or PRASA's <i>Representative</i> will not accept or incur any liability to a <i>tenderer</i> for such cancellation and rejection, but will give reasons for the action. PRASA reserves the right to accept the whole or any part of any tender. |
| | 7 | After the cancellation of the tender process or the rejection of all tenders PRASA may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to tender at any time. |

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Tenderer's obligations

The *tenderer* shall comply with the following obligations when submitting a tender and shall:

- | | | |
|---|---|---|
| Eligibility | 1 | Submit a tender only if the <i>tenderer</i> complies with the criteria stated in the Scope of work/ specification. |
| Cost of tendering | 2 | Accept that PRASA will not compensate the <i>tenderer</i> for any costs incurred in the preparation and submission of a tender. |
| Check documents | 3 | Check the <i>tender documents</i> on receipt, including pages within them, and notify PRASA's <i>Representative</i> of any discrepancy or omissions in writing. |
| Copyright of documents | 4 | Use and copy the documents provided by PRASA only for the purpose of preparing and submitting a tender in response to this invitation. |
| Standardised specifications and other publications | 5 | Obtain, as necessary for submitting a tender, copies of the latest revision of standardised specifications and other publications, which are not attached but which are incorporated into the <i>tender documents</i> by reference. |
| Acknowledge receipt | 6 | Preferably complete the Receipt of invitation to submit a tender form attached to the Letter of Invitation and return it within five days of receipt of the invitation. |
| | 7 | Acknowledge receipt of Addenda / Tender Briefing Notes to the <i>tender documents</i> , which PRASA's <i>Representative</i> may issue, and if necessary apply for an extension to the <i>deadline for tender submission</i> , in order to take the Addenda into account. |
| Site visit and / or clarification meeting | 8 | Attend a site visit and/or clarification meeting at which <i>tenderers</i> may familiarise themselves with the proposed work, services or supply, location, etc. and raise questions, if provided for in the Scope of work/ specification. Details of the meeting are stated in the RFP document, <i>i-tender</i> website and CIDB website. |
| Seek clarification | 9 | Request clarification of the <i>tender documents</i> , if necessary, by notifying PRASA's <i>Representative</i> earlier than the <i>closing time for clarification of queries</i> . |

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- | | | |
|---------------------------------|----|---|
| Insurance | 10 | Be informed of the risk that needs to be covered by insurance policy. The <i>tenderer</i> is advised to seek qualified advice regarding insurance. |
| Pricing the tender | 11 | Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except VAT), and other levies payable by the successful <i>tenderer</i> . Such duties, taxes and levies are those applicable 14 days prior to the <i>deadline for tender submission</i> . |
| | 12 | Show Value Added Tax (VAT) payable by PRASA separately as an addition to the tendered total of the prices. |
| | 13 | Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the <i>conditions of contract</i> . |
| | 14 | State the rates and Prices in South African Rand unless instructed otherwise as an additional condition in the Scope of work/ specification. The selected <i>conditions of contract</i> may provide for part payment in other currencies. |
| Alterations to documents | 15 | Not make any alterations or an addition to the tender documents, except to comply with instructions issued by PRASA's <i>Representative</i> or if necessary to correct errors made by the <i>tenderer</i> . All such alterations shall be initialled by all signatories to the tender. Corrections may not be made using correction fluid, correction tape or the like. |
| Alternative tenders | 16 | Submit alternative tenders only if a main tender, strictly in accordance with all the requirements of the <i>tender documents</i> is also submitted. The alternative tender is submitted with the main tender together with a schedule that compares the requirements of the <i>tender documents</i> with the alternative requirements the <i>tenderer</i> proposes. |
| | 17 | Accept that an alternative tender may be based only on the criteria stated in the Scope of work/ specification and as acceptable to PRASA. |
| Submitting a tender | 18 | Submit a tender for providing the whole of the works, services or supply identified in the Contract Data unless stated otherwise as an additional condition in the Scope of work/ specification. |
| NOTE: | 19 | Return the completed and signed <i>PRASA Tender Forms and SBD forms provided with the tender. <u>Failure to submit all the required documentation will lead to disqualification</u></i> |



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- 20 **Submit the tender as an original plus 1 copy and an electronic version which should be contained in Memory Cards clearly marked in the Bidders name as stated in the RFP and provide an English translation for documentation submitted in a language other than English. Tenders may not be written in pencil but must be completed in ink.**
- 21 Sign and initial the original and all copies of the tender where indicated. PRASA will hold the signatory duly authorised and liable on behalf of the *tenderer*.
- 22 Seal the original and each copy of the tender as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside PRASA's address and invitation to tender number stated in the Scope of work/ specification, **as well as the tenderer's name and contact address**. Where the tender is based on a two envelop system tenderers should further indicate in the package whether the document is **envelope / box 1 or 2**.
- 23 Seal original and copies together in an outer package that states on the outside only PRASA's address and invitation to tender number as stated in the Scope of work/ specification. The outer package should be marked "CONFIDENTIAL"
- 24 Accept that PRASA will not assume any responsibility for the misplacement or premature opening of the tender if the outer package is not sealed and marked as stated.

Note:

PRASA prefers not to receive tenders by post, and takes no responsibility for delays in the postal system or in transit within or between PRASA offices.

PRASA prefers not to receive tenders by fax, PRASA takes no responsibility for difficulties in transmission caused by line or equipment faults.

Where tenders are sent via courier, PRASA takes no responsibility for tenders delivered to any other site than the tender office.

PRASA employees are not permitted to deposit a tender into the PRASA tender box on behalf of a tenderer, except those lodged by post or courier.

- | | | |
|---|----|--|
| Closing time | 25 | Ensure that PRASA has received the tender at the stated address with the Scope of work / specification no later than the <i>deadline for tender submission</i> . Proof of posting will not be taken by PRASA as proof of delivery. PRASA will not accept a tender submitted telephonically, by Fax, E-mail or by telegraph unless stated otherwise in the Scope of work/ specification. |
| | 26 | Accept that, if PRASA extends the <i>deadline for tender submission</i> for any reason, the requirements of these Conditions of Tender apply equally to the extended deadline. |
| Tender validity | 27 | Hold the tender(s) valid for acceptance by PRASA at any time within the <i>validity period</i> after the <i>deadline for tender submission</i> . |
| | 28 | Extend the <i>validity period</i> for a specified additional period if PRASA requests the <i>tenderer</i> to extend it. A <i>tenderer</i> agreeing to the request will not be required or permitted to modify a tender, except to the extent PRASA may allow for the effects of inflation over the additional period. |
| Clarification of tender after submission | 29 | Provide clarification of a tender in response to a request to do so from PRASA's <i>Representative</i> during the evaluation of tenders. This may include providing a breakdown of rates or Prices. No change in the total of the Prices or substance of the tender is sought, offered, or permitted except as required by PRASA's <i>Representative</i> to confirm the correction of arithmetical errors discovered in the evaluation of tenders. The total of the Prices stated by the <i>tenderer</i> as corrected by PRASA's <i>Representative</i> with the concurrence of the <i>tenderer</i> , shall be binding upon the <i>tenderer</i> |
| Submit bonds, policies etc. | 30 | If instructed by PRASA's <i>Representative</i> (before the formation of a contract), submit for PRASA's acceptance, the bonds, guarantees, policies and certificates of insurance required to be provided by the successful <i>tenderer</i> in terms of the <i>conditions of contract</i> . |
| | 31 | Undertake to check the final draft of the contract provided by PRASA's <i>Representative</i> , and sign the Form of Agreement all within the time required. |

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32 Where an agent on behalf of a principal submits a tender, an authenticated copy of the authority to act as an agent should be submitted with the tender.

Fulfil BEE requirements

33 Comply with PRASA's requirements regarding BBBEE Suppliers.

PRASA'S UNDERTAKINGS

PRASA, and PRASA's *Representative*, shall:

Respond to clarification

1 Respond to a request for clarification received earlier than the *closing time for clarification of queries*. The response is notified to all *tenderers*.

Issue Addenda

2 If necessary, issue to each *tenderer* from time to time during the period from the date of the Letter of Invitation until the *closing time for clarification of queries*, Addenda that may amend, amplify, or add to the *tender documents*. If a *tenderer* applies for an extension to the *deadline for tender submission*, in order to take Addenda into account in preparing a tender, PRASA may grant such an extension and PRASA's *Representative* shall notify the extension to all *tenderers*.

Return late tenders

3 Return tenders received after the *deadline for tender submission* unopened to the *tenderer* submitting a late tender. Tenders will be deemed late if they are not in the designated tender box at the date and time stipulated as the deadline for tender submission.

Non-disclosure

4 Not disclose to *tenderers*, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tenders and recommendations for the award of a contract.

Grounds for rejection

5 Consider rejecting a tender if there is any effort by a *tenderer* to influence the processing of tenders or contract award.

Disqualification

6 Instantly disqualify a *tenderer* (and his tender) if it is established that the *tenderer* offered an inducement to any person with a view to influencing the placing of a contract arising from this invitation to tender.

Test for responsiveness

7 Determine before detailed evaluation, whether each tender properly received

- meets the requirements of these Conditions of Tender,
- has been properly signed, and



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- is responsive to the requirements of the *tender documents*.
- 8 Judge a responsive tender as one which conforms to all the terms, conditions, and specifications of the *tender documents* without material deviation or qualification. A material deviation or qualification is one which, in PRASA 's opinion would
- detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Contract Data,
 - change PRASA's or the *tenderer's* risks and responsibilities under the contract, or
 - affect the competitive position of other *tenderers* presenting responsive tenders, if it were to be rectified.
- Non-responsive tenders** 10 Reject a non-responsive tender, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.
- Arithmetical errors** 11 Check responsive tenders for arithmetical errors, correcting them as follows:
- Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
 - If a bill of quantities applies and there is a discrepancy between the rate and the line item total, resulting from multiplying the rate by the quantity, the rate as quoted shall govern. Where there is an obviously gross misplacement of the decimal point in the rate, the line item total as quoted shall govern, and the rate will be corrected.
 - Where there is an error in the total of the Prices, either as a result of other corrections required by this checking process or in the *tenderer's* addition of prices, the total of the Prices, if any, will be corrected.
- 12 Reject a tender if the *tenderer* does not accept the corrected total of the Prices (if any).
- Evaluating the tender** 13 Evaluate responsive tenders in accordance with the procedure stated in the RFP / Scope of work/ specification. The evaluated tender price will be disclosed only to the relevant PRASA tender committee and will not be disclosed to *tenderers* or any other person.
- Clarification of a tender** 14 Obtain from a *tenderer* clarification of any matter in the tender which may not be clear or could give rise to ambiguity in a contract arising from this tender if the matter were not to be clarified.

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| Acceptance of tender | 15 | Notify PRASA's acceptance to the successful <i>tenderer</i> before the expiry of the <i>validity period</i> , or agreed additional period. Providing the notice of acceptance does not contain any qualifying statements, it will constitute the formation of a contract between PRASA and the successful <i>tenderer</i> . |
| Notice to unsuccessful tenderers | 16 | After the successful <i>tenderer</i> has acknowledged PRASA's notice of acceptance, notify other <i>tenderers</i> that their tenders have not been accepted, following PRASA's current procedures. |
| Prepare contract documents | 17 | Revise the contract documents issued by PRASA as part of the <i>tender documents</i> to take account of: <ul style="list-style-type: none">• Addenda issued during the tender period;• inclusion of some of the <i>tender returnables</i>; and• other revisions agreed between PRASA and the successful <i>tenderer</i>, before the issue of PRASA's notice of acceptance (of the tender). |
| Issue final contract | 18 | Issue the final contract documents to the successful <i>tenderer</i> for acceptance within one week of the date of PRASA's notice of acceptance. |
| Sign Form of Agreement | 19 | Arrange for authorised signatories of both parties to complete and sign the original and one copy of the Form of Agreement within two weeks of the date of PRASA's notice of acceptance of the tender. If either party requires the signatories to initial every page of the contract documents, the signatories for the other party shall comply with the request. |
| Provide copies of the contracts | 20 | Provide to the successful <i>tenderer</i> the number of copies stated in the Scope of work/ specification of the signed copy of the contracts within three weeks of the date of PRASA's acceptance of the tender. |