



REQUEST FOR PROPOSAL (TENDER): 2022/02/004

**APPOINTMENT OF A SERVICE PROVIDER FOR MONITORING AND MAINTENANCE OF
CCTV SYSTEM AT HIGH RISK MUNICIPAL FACILITIES FOR A PERIOD OF 36 MONTHS**

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1. STATEMENT OF INVITATION

Appointment of a service provide for municipal buildings and infrastructure monitoring system for a period of thirty-six (36) months.

2. MINIMUM REQUIREMENTS

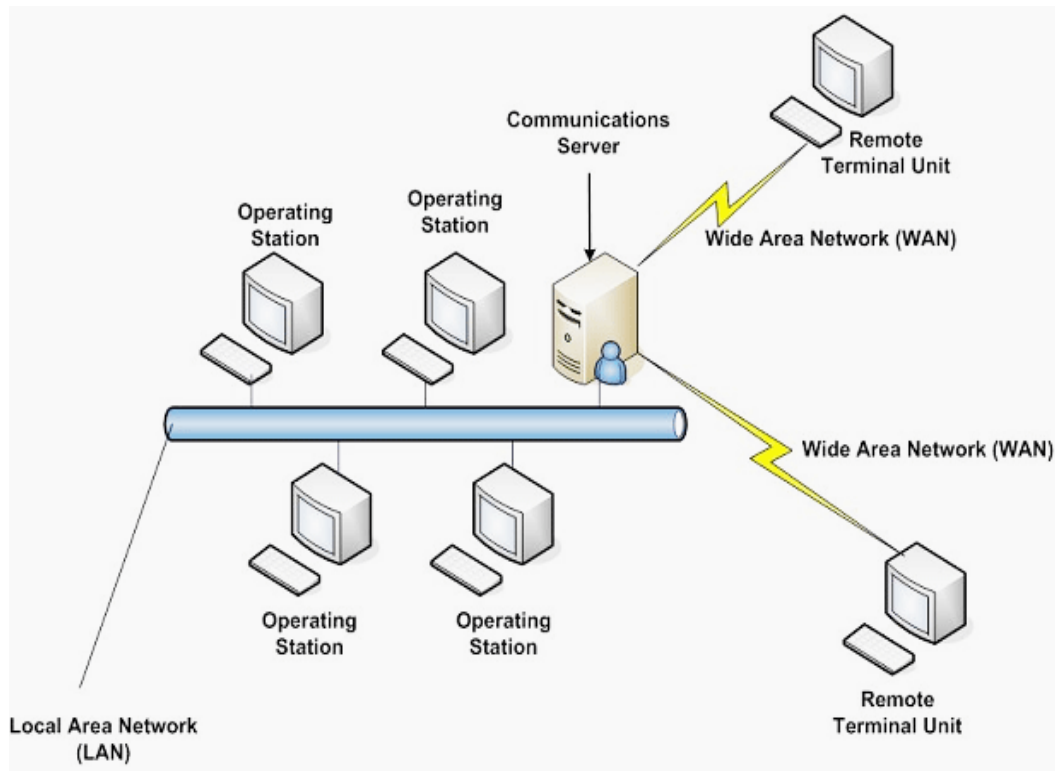
- Certified copy of Company registration certificate (CK), not older than 3 months
- Tax compliance status pin/Valid Tax Clearance
- Certified copy of Identity documents of directors/owners/members/shareholders, not older than 3months
- Company Profile and Audited Annual Financial Statements for the last 3 years.
- Municipal bills (Water, Sanitation, Rates and Electricity) / Taxes Clearance Certificate not owing more than 90 days or a valid lease agreement with municipal bill of account not owing more than 90 days for municipal services that the lessee (bidder) is responsible for.
- Central Supplier Database (CSD) Registration Report or MAAA Number
- Valid BBBEE sworn affidavit, original or certified copy of BBBEE certificate.

3. SCOPE OF WORK

- Alarm management
- Reduce wastage of water
- Reports generation
- early warning detection by CCTV cameras
- Physical fault detection and location
- Physical network documentation
- Pro-active maintenance
- Reduce damage to municipal infrastructure

4. EXPECTED DELIVERABLES / OUTCOMES

The proposed monitoring solution must comprise of Remote Terminal units connected to a LAN or wireless network to a server in a Monitoring Centre that will be established and operated in Theunissen.



CCTV AND ALARM SYSTEM MAINTENANCE.

- To identify system errors
- Reduce false alarms
- Prevent system hacks
- Detection of unwanted entry to identified municipal premises
- Assist in safe keeping of municipal tools and equipment

CCTV SYSTEM OFFSITE MONITORING

- Keeping camera lens to prevent any buildup of grime that could hinder performance of the device
- To continue to operate optimally so that anything that interferes with the normal operation or causes of downtime which will negative effect on the institution video security goals
- Annual servicing is recommended to keep to ensure safety at all times
- To avoid disruptions of service delivery
- Bi-monthly system health check, cleaning of cameras and positioning
- Servicing of faulty cameras and system as well as replacement of broken and non-functioning components and equipment
- provide a 24-hour response line for all service requests including afterhours support, service email and WhatsApp for easy linkage with our operational office.
- All service requests logged shall be attended to within twenty-four hours of service call.
- All offsite monitoring activities must be linked to security control room and response service in order to report all activity on time.

5. HEALTH AND SAFETY REQUIREMENTS

Safety file including measures to curb the spread of covid-19

6. SPECIAL CONDITIONS

- Prices must be valid for at least ninety (90) days from the closing date.
- Prices quoted must be firm and must, where applicable, be inclusive of VAT.
- Masilonyana Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids that are late will not be considered, whilst the lowest or only tender will not necessarily be accepted.
- Faxed or E-mailed bids will not be considered.
- An original tax clearance certificate issued by SARS must accompany all tenders or a tax.
- Tax status will also be verified against the Central Supplier Database (CSD)
- Bidders must be registered on the National Treasury Centralized Suppliers Database and must submit their registration summary report.
- All supplementary / compulsory forms (MBD Forms) must be completed and signed in full.
- Bidders who wish to claim for preferential points in terms of the Preferential Procurement Regulations, 2017, must submit a certified copy of the proof of B-BBEE status level of contribution as follows:
 - In the case of an Affidavit, both the Commissioner of Oaths stamp for the Affidavit itself (the “commissioning”) AND a “true copy” stamp (which certifies the document as being a true copy of the original) are required i.e. TWO stamps are required.
 - In the case of a B-BBEE Certificate, only a “true copy” stamp and signature (which certifies the document as being an accurate copy) is required i.e. ONE stamp is required.
- It should be noted that the 80/20 points system will be applied, 80 being for price and 20 for the B-BBEE status level as defined in the Preferential Procurement Regulations, 2017.
- A Municipal Billing Clearance Certificate, which covers, both the company and its directors, must accompany all bids.
- Bidders are required to submit:
 - Audited Annual Financial Statements for the past three years; or since establishment, if established during the past three years.
 - Particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution must be declared of such contracts.
 - A statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the

Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic.

- The award will be made in terms of the Municipality's Supply Chain Management Policy.
- To ensure that tenders are not exposed to invalidation, documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

7. EVALUATION CRITERIA

7.1 TECHNICAL SPECIFICATION

Remote Terminal Unit (RTU) specification

- a) Telecommunications copper cable
- b) Live" copper cable electrical networks up to 33 KV
- c) Fibre Optic cable networks
- d) Temperature and Humidity
- e) Dry contacts
- f) Pressure and flow sensors
- g) Manhole cover sensors

Early detection CCTV system

- a) Camera must be long range PTZ thermal with the following minimum specifications,
- b) Detection range of up to 7 KM, Detector type Uncooled FPA detector (vox),
- c) Resolution 384×288, pixel 25µm,
- d) Spectrum 8~14µm,
- e) Image process DDE/pseudo colour,
- f) Rotating angle Pan: 0°~ 360°continuous; Tilt: +30°~ -45°
- g) Rotating Speed: Pan: 0.1°~9°/S; Tilt: 0.1~4°/S
- h) Pre-sets 255
- i) Manufactured from precision cast aluminium alloy shell, sealed and waterproof, filled with Nitrogen for deployment in harsh environments ensuring an extended working lifetime.
- j) Working temperature -25°C~+55°C, IP66 rating,
- k) Dimensions 440 mm X 213 mm x 217 mm (L x W x H) including sunshield, Weight ≤ 17Kg

7.2 TECHNICAL EVALUATION CRITERIA

No	DESCRIPTION	EVIDENCE	MAX POINTS
1	Company Experience in similar project (CCTV Monitoring system)	Similar Project: ≥ 5 Projects =10 > 4 Projects = 8 > 3 Projects = 6 > 2 Projects = 4	10
2	Approach and Methodology Understanding project scope - Demonstration of clear understanding of project objectives, scopes and deliverables. Project Implementation Plan - Appropriateness of identified	5 5	25

	<p>tasks, deliverables and milestones and timelines.</p> <p>Organogram – Provide a list of project team member in a chart form according to job responsibilities.</p> <p>Risk management – Demonstrate understanding of project risks and how to mitigate them</p> <p>Quality Control and Quality assurance – Demonstrate adequately how quality is ensured</p>	<p>5</p> <p>5</p> <p>5</p>	
3	Location of the Company	<p>Within the Free State Province = 5</p> <p>Within the District = 7</p> <p>Local Company (Within Masilonyana Local Municipality) = 10</p>	10
4	Bank Rating	<p>A-B = 10</p> <p>C = 7</p> <p>D = 5</p> <p>E = 2</p> <p>F,G,H = 0</p>	10

A bidder who gets a minimum of 26 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system.

The bidder must score minimum points as follows:

- Item 1 – 4 points,
- Item 2 – 15 points,
- Item 3 – 5 points,
- Item 4 – 2 points.

7.3 PRICE AND REFERENTIAL POINTS SCORING – STAGE 2 (Price and B-BBEE status)

All Bidders that have passed the technical evaluation threshold of 70 points would also be scored based the 80/20 principle where 80 Points is for the Price and 20 points for B-BBEE as per the detail given below.

Points awarded for price

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

$$\text{Where } P_s = 80 \left[1 - \frac{P_t - P_{\min}}{P_{\min}} \right]$$

P_s = Points Scored for comparative price of bid under consideration

P_t = Comparative Price of bid under consideration

P_{\min} = Comparative Price of lowest acceptable bid

7.4 Points awarded for B-BBEE Status Level of Contribution

In terms of Regulation 5(2) and 6(2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below;

B-BBEE Status Level of Contributor	Number of Points (80/20 System)
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-Compliant Contributor	0

Table 2 : B-BBEE Status level

8. COSTING/ COMPREHENSIVE BUDGET

8.5.1. The quotation price(s) shall be SEIFSA based priced

8.5.2. The quotation price(s) shall be subject to negotiated increase, if unavoidable, should the contract be extended for one or more further periods, each period not exceeding 12 months.

8.5.1 The bidder is to refer to the pricing document as addendum A

Pricing should include any other unspecified expenses related to items listed under technical specifications

Are the quoted prices firm for the full duration of the contract? Yes/No

If not, indicate CPA or SEIFSA price adjustment method: _____

CPA- Suppliers price list date: _____ or

SEIFSA indexes – Price basis month and year _____

Note: All the necessary documentation for CPA's or CPI to prove the price increase must be submitted with the invoice clearly link to an order number be for payment will be done.

9. CONTACT DETAILS

Technical Queries

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