



MAPHUMULO LOCAL MUNICIPALITY

REQUEST FOR PROPOSALS PROVISION OF SECURITY SERVICES

BID NO: KZN294/O0001-CORP/2021/22

The Maphumulo Local Municipality invites proposals from qualified and experienced service providers for the provision of security services in all Municipal properties. The contract is for a period of **three (3) years**, subject to service provider performance. The full specification will be available on tender document.

Bids must be submitted in bid documents supplied by the Municipality. Bid document will be available from the **Maphumulo Municipality** on payment of non-refundable fee of **R1 000.00, deposited to ABSA ACCOUNT NO. 4056102866.**

Please note: Bid documents will be available only by reservation. Reservation letters submitted must state the name of company, contact details, the bid number and the number of documents to be reserved. Letters with proof of payment must be e-mailed to: **thulani.khuluse@maphumulo.gov.za** and must be marked for the **attention of: Mr Thulani Khuluse**. Reservations must be done no later than **16h00 on Monday, 28 February 2022.**

A **compulsory** briefing meeting will take place at the **Maphumulo Municipal Offices on Thursday, 03 March 2022 starting at 10h00am.** Only bidders that have reserved tender documents will be allowed. Failure to attend the compulsory site meeting will result in immediate disqualification of the bidder. Signed proposals must be in a sealed envelope clearly marked with the tender name **"PROVISION OF SECURITY SERVICES"** with **BID NUMBER**, and placed in tender box at **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo by no later than 12h00 on Thursday, 24 March 2022**, where they will be opened in public.

Late Telegraphic, faxed or posted tenders **WILL NOT** be accepted.

Bidders must attach the following mandatory returnable documents in order to be considered for this bid: If any of these mandatory documents are not submitted, the bidder will be deemed non-responsive and be disqualified from the evaluation process:

- Valid printed copy Tax Clearance **PIN** for further verification
- Certified ID(s) copies of company director(s) not older than three months
- Certified Proof of company registration not older than three months
- Proof of payment for tender document
- Company Municipal rates, electricity or water account not older than 3 Months, proof of Residential lease or rental or sworn affidavit accompanied by proof of residence if the business operates at a place of residence
- Proof of registered on CSD
- Certificate of registration as a Security Service Provider for the owner and the company (PSIR)
- Letter of good standing from Department of Labour
- Proof of registration with the Provident fund.

Evaluation will be done on the following three-stage process in terms of National Treasury Circular No: 53.

Stage 1: Pre-qualification criteria for preferential procurement. It will be a condition of tender that the awarded bidder having stipulated minimum B-BBEE status level 1 of contributor in terms of PPPFA Regulations of 2017 or an **EME or QSE.**

Stage 2: Assessment of Functionality. Only service providers who achieve a minimum passing score of 70% of the total available points will qualify for stage three of the Evaluation process.

The points for stage two will be allocated as follows:

FUNCTIONALITY CRITERIA	POINTS
Proven Track Record	15
Availability of resources	25
Local Economic Development	30
Methodology	30
TOTAL	100

Stage 3: The **80/20** Preferential Point System will be applied, where 80 points will be allocated for price and 20 points for B-BBEE Status. Bidders are required to submit original certified copy of BBBEE Certificate issued by Verification agency accredited by SANAS to be awarded BBBEE points. In case of EME'S may submit original **SWORN** Affidavit signed by Commissioner of Oaths claim Preference Points.

All Technical enquiries relating to this tender must be directed to: Director Corporate Services, Mr T Khuluse, on tel. (032) 481 4500, or e-mailed to: **Thulani.khuluse@maphumulo.gov.za** and **SCM related queries must be directed to:** Ms. K.P. Mzobe or e-mail **Khululiwe@maphumulo.gov.za** on on tel. (032) 481 4500 during office hours (07h30 - 16h00) weekdays.

*The Maphumulo Municipality does not bind itself to accept the lowest or any tender and this tender will be valid for the period of **150 days** after closing. The Municipality reserves the right not to proceed with the tender.*

Mr P.N. MHLONGO: MUNICIPAL MANAGER