



transport

Department:
Transport
REPUBLIC OF SOUTH AFRICA



REQUEST FOR QUOTATIONS

You are hereby invited to submit price quotation(s) for the requirements of the Department of Transport (DOT) indicated hereunder:

RFQ number	RFQ 232/2022	
Date issued	27/09/2022	
Closing date and time	04/10/2022 @ 11:00 AM	
Quotation validity period	Quotation should be valid 60 days from RFQ closing date	
Description of goods/service required	(See full description under Specification)	
Email address (for submission of quotes)	Quotations@dot.gov.za	
Enquiry	Name	THABO JOHANNES SKOSANA
	Tel.	012 309 3035
	Email	SkosanaT@dot.gov.za

Terms and conditions of RFQ

The following DOT's standard conditions of purchase shall apply:

1. Late and incomplete submissions shall not be accepted.
2. Any Supplier who has reasons to believe that the RFQ specification is based on a specific brand must inform DOT before RFQ closing date.
3. Original/Certified B-BBEE status level verification certificate/Sworn affidavit must be submitted in order to qualify for preference points for B-BBEE).
4. Must be tax compliant.
5. Suppliers are required to complete the required declaration of interest form.
6. No services must be rendered or goods delivered before an official DOT Purchase Order form has been received by the successful Supplier.
7. Upon acceptance of the Purchase Order, delivery will take place within stipulated timeframes as per the date of delivery indicated on the Purchase Order or within the date agreed with the DOT.
8. If delivery is not effected within the specified period, the DOT reserves the right to cancel the purchase order immediately.



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RFQ 232/2022



SPECIFICATIONS

TASK DESCRIPTION: Provisioning of Maintenance of Electronic Security System (ESS)

Item no.	Full description of the requirement	Quantity									
1	The Department of Transport is looking for a reputable and experienced security service to inspect service, maintain and repair the Electronic Security System on a monthly basis. The system includes X-Ray Machines, Walk-through metal detectors, Security lights, biometric Impro access control system and CCTV camera system for a period of twelve months. The CCTV system include cameras, Digital Video Recorders, Network Video Recorders, Network Switches, monitors, power supplies and batteries, Uninterrupted Power Supplies machines, control functions, cables and systems peripherals. The RFQ/ToR and the Service Level Agreement (SLA) constitute the contract in its entirety. Accordingly, each Bidder must initial all the pages of the mentioned documents prior to submitting the bid documents. The detailed schedule for service is attached in Annexure B of the SLA document. 1.1.1 The bidders should indicate the following in their quotations: 1.1.2 The price structure for the inspection, servicing and maintenance of the security systems as per the table below: <table border="1"> <thead> <tr> <th>Period</th><th>Description of Service</th><th>Price Per Year, incl. VAT</th></tr> </thead> <tbody> <tr> <td>15 Months</td><td>Full inspection, service and maintenance of the entire ESS including transportation costs.</td><td> R _____ Total amount including R300 000.00 of call out and repair fees: R _____ </td></tr> <tr> <td colspan="2">Call out fee (including spare parts, labour and transportation costs) must be added on top of the inspection, service and maintenance amount quoted above.</td><td> Below amount is projected on the basis of historic repair costs of the system and will only be paid to the service provider based on the magnitude of repairs required, subject to the Department accepting the quote. Call out fees, ie, Labour and transportation costs will also be paid out from this amount during the course of the contract. R 300 000.00 </td></tr> </tbody> </table>	Period	Description of Service	Price Per Year, incl. VAT	15 Months	Full inspection, service and maintenance of the entire ESS including transportation costs.	R _____ Total amount including R300 000.00 of call out and repair fees: R _____	Call out fee (including spare parts, labour and transportation costs) must be added on top of the inspection, service and maintenance amount quoted above.		Below amount is projected on the basis of historic repair costs of the system and will only be paid to the service provider based on the magnitude of repairs required, subject to the Department accepting the quote. Call out fees, ie, Labour and transportation costs will also be paid out from this amount during the course of the contract. R 300 000.00	
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1.1.2 The quotation shall clearly outline the following aspects and the costs thereof:

1.2.1 Normal working hours call out fees shall be fixed at R _____ per hour, inclusive of the first hour of labour cost and VAT;

1.2.2 After-hour call out fees shall be fixed at R _____ per hour, inclusive of the first hour of labour cost and VAT;

1.2.3 Labour cost shall be fixed at R _____ per hour, inclusive of VAT;

1.2.4 Transport cost shall be fixed at R _____ per km (inclusive of VAT) from the premises of the Service Provider.

1.2.5 The call-out rates shall be calculated per hour and transport rates per kilometer as indicated below:

Nature of call out	Call out rate incl VAT	Transport rate VAT
Normal hours, i.e. 08:00 to 17:00 Monday to Friday	R _____ p/h	R _____ p/km
After hours, i.e. between 17:00 and 08:00 Monday to Friday as well as Saturdays, Sundays and Public Holidays	R _____ p/h	R _____ p/k

2 The recommended bidder must have a proven track record of having experience in working with electronic security systems, most importantly ImproX IXP 220. **Reference must at least be a minimum of two in a written form.** The Department will conduct physical verification of all references.

3 The recommended bidder must be Private Security Regulatory Authority (PSIRA) registered and compliant in line with the PRISA Act requirement

4 All technical enquiries should be made through the office of the Director: Security Services (Ms Rose Masilela) at the Department of Transport, Tel: 012 309 3767 or e-mail: MasilelR@dot.gov.za

5 All administrative enquiries should be made through the office of Ms Lindiwe Nzimande (Assistant Director: Bidding Office) at the Department of Transport, Tel: (012) 309 3255, Email: MahlangL@dot.gov.za

Signed: _____ Received by (SCM) _____

Date: _____ Date: _____

Approved by (Print name): _____

Date: _____

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in
 submitting the accompanying bid, do hereby make the following
 statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to **exceed/not exceed** R50 000 000 (all applicable taxes included) and therefore the **.....** preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		

Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of
company/firm:.....

8.2 VAT registration
number:.....

8.3 Company registration
number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....
.....
.....
.....
.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
- (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES

.....

.....

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....