



Independent Communications Authority of South Africa

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

Scope of the work for installation of alarm passives, UPS, and maintenance of security systems for the period of seventeen (17) months on a monthly basis at ICASA Limpopo regional office, 14 Limassol Street, Bendor Ext 60, Polokwane.

ANNEXURE A – TERMS OF REFERENCE

1. BACKGROUND

ICASA installed access Control and CCTV Cameras at 14 Limassol Street, Bendor Ext 60, Polokwane. The systems need to be maintained to keep them in good condition.

2. REQUIREMENTS.

2.1 Access Control System maintenance (Impro)

- 1 x Access enrolment/sever PC
- 1 x take on reader
- 6 x biometric readers
- 4 x emergency breaker glass
- 4 x magnetic locks
- 4 x push buttons
- 4 x door closers
- 1 x cluster controller with power supply
- 2 x proximity card readers
- 1 x video intercom

2.2 CCTV Camera system maintenance (Hikvision)

- 14 x IP Cameras (Hikvision)
- 1 x 16 Channel NVR
- 1 x 32" monitor screen
- 1 x 21" monitor screen at Guard room
- 1 x 8 port network switch
- 4 x 4 port network switch

2.3. New installation of outdoor PIR detector

- 1 x outdoor PIR detector at kitchen side
- Wide angle PIR detector VX shield series
- Supply, install, configuration, cabling, accessories, and labour

2.4.1 Installation of online UPS

- 1 x Online ups for the access control server PC and CCTV monitor screen
- Capacity: 200va / 1200 w
- Input 220vac-240/ 36/60HZ. 10A
- Output: 220vac-240/ 36/60HZ. 10A
- Supply, install, configuration, cabling, accessories, and labour

2.4.2 Replacement of CCTV camera

- 1 x 2mp bullet camera for basement exit gate
- 1 x 2mp bullet camera for basement parking

2.4.3 Supply and Installation of a cabling

- 50M x HDMI cable extender for guard room for the CCTV monitoring screen

2.5. 17 months' maintenance contract for the security systems monthly. Therefore, monthly quotations should be reflected on Annexure B.

2.6. Quotations on replacement or repair of the broken equipment should be submitted to ICASA for approval.

2.7 Special call out rates should apply as follow:

2.7.1 Call out rate fees will only apply when such services are needed and should **not** be included in the quotation amount.

No	Service tendered	Amount
1	Call out rate per hour (Mon-Fri)	
2	Travelling time per hour per call out	
3	Callout rate per hour on Public Holidays/Weekends	
4	Installation fee per hour (Maximum 2 Technicians)	

For site visit purposes, kindly contact Mr. Kingsley Mokomane: 082 304 2272

Mr. Lizo Mvinjelwa: 078 753 5209

067 219 7638

3. MANDATORY DOCUMENTS

Interested service providers are required to submit the following mandatory documents and failure to submit any of the following documents, will lead to automatic disqualification.

3.1 Attach proof of PSIRA registration for the Company.

3.2 Attach proof of PSIRA registration for the Director.

3.3 Attach proof of Company's accreditation certificate as a security systems installer.

3.4 Attach proof of qualification for one (1) technician as a security systems installer.

4. Evaluation criteria

Service providers will be evaluated based on the documents required and price submitted.

ANNEXURE B: PRICING

NAME OF BIDDER:

TOTAL PRICE QUOTE:

<u>Description of service/goods</u>	<u>Unit Price (Rands VAT Excl)</u>	<u>Total Price (Rands VAT Excl)</u>
Maintenance of security systems for 17 months, on a monthly basis		
Installation of outdoor passive		
Installation of online UPS		
Replacement of 2 CCTV cameras		
50M x HDMI cable extender for guard room		
SUB-TOTAL		
VAT		
GRAND-TOTAL		