



transport

Department:
Transport
REPUBLIC OF SOUTH AFRICA



TENDER NO: DOT/12/2026/CS

**APPOINTMENT OF A SERVICE PROVIDER/CONSULTANT TO RENDER
GUARDING SECURITY SERVICES FOR THE DEPARTMENT OF TRANSPORT
FOR A PERIOD OF 36 MONTHS**

**BRIEFING NOTES 1 AND RESPONSES TO QUESTIONS DURING AND
FOLLOWING THE COMPULSORY BRIEFING SESSION HELD ON 10
SEPTEMBER 2026**

SECTION A: INTRODUCTION

Introduction

These Briefing Notes are issued in terms of the Department of Transport's Compulsory Briefing Session held on 10 September 2026 for the above-mentioned tender, as a formal step in the procurement process and are subject to all the terms and conditions contained in the TOR. These Briefing Notes further incorporate written requests for clarification received from bidders after the briefing session and before the stipulated closing date for clarification requests.

Unless otherwise expressly stated, or the context otherwise requires, words and expressions defined in the TOR shall bear the same meanings in these Briefing Notes as those ascribed to them in the TOR.

Purpose of the Briefing Notes

The purpose of these Briefing Notes is to:

- Provide bidders with responses to questions raised during the compulsory briefing session.
- Provide responses to written questions received after the briefing session.
- Clarify aspects of the RFP and TOR.
- Ensure that all prospective bidders receive the same information.

Schedule of Briefing Notes Issued

Briefing Notes 1:

- Responses to bidder queries raised during and after the compulsory briefing session held on 10 September 2026.

Disclaimer

Note that all responses are provided in good faith and without prejudice to the Department. The Department reserves the right to review any or all responses depending on actual proposal submissions received.

Questions / Comments for Clarification	Reference	Responses
Provident Fund requirement indicates that bidders must provide a valid provident fund letter of good standing for six (6) months. However, provident fund letters are generally issued with a shorter validity period by the relevant authority. Please clarify the requirement.	TOR Section 5.2.4.2, Mandatory Requirement No. 2	The Department confirms that bidders must submit a valid Provident Fund Letter of Good Standing issued by the relevant provident fund administrator. The letter must be valid on the bid closing date. The Department recognises that the issuing authority determines the validity period of such letters and will therefore accept letters issued in accordance with the administrator's standard validity period, provided that they are valid as at the closing date and time of the bid.
How many vehicles are required?	TOR Section 5.4, Functionality Evaluation Criteria: Response Vehicles	There is no mandatory minimum number of vehicles prescribed as a technical compliance requirement. However, functionality points will be awarded based on the number of response vehicles available to the bidder. Bidders may submit proof of company-owned, leased or hired vehicles as contemplated in the TOR.
What type of vehicles are required?	TOR Sections 2.5 and 5.4	Response vehicles must be suitable for security response operations and comply with applicable regulatory requirements governing security vehicles. Vehicles should be capable of supporting patrol, supervision, emergency response and operational

Questions / Comments for Clarification	Reference	Responses
		requirements. Proof of ownership, registration or lease agreements must be provided in accordance with the TOR.
Are there any vehicles required on site?	TOR Sections 2.5, Annexure E and Functionality Evaluation Criteria	No dedicated vehicle is required to be permanently stationed at the Department's premises as part of the minimum deployment requirements. However, bidders are required to demonstrate the availability of response vehicles that can support supervision, patrol and emergency response functions. Such vehicles may be subject to verification during the evaluation process and site visit.
There is a requirement that states that owners must provide an affidavit confirming unemployment status and that the affidavit must state no employment in any sector. Kindly clarify this requirement as a director is already employed in the company that he/she owns. What does "no employment in any sector" mean?	TOR, Stage 3: Preference Points System, Supporting Documents for Unemployed Persons (as Owners)	The provision relating to "Unemployed Persons (as Owners)" is applicable only where a bidder intends to claim preference points under that specific category. The requirement is intended to benefit enterprises owned by individuals who were unemployed prior to establishing or becoming involved in the business and who are not employed by another employer. Ownership in one's own business does not automatically disqualify a person from claiming under this category. Where preference points are claimed for unemployed persons as owners, bidders

Questions / Comments for Clarification	Reference	Responses
		must provide sufficient evidence and an affidavit explaining the owner's employment status. Bidders who are not claiming preference points under this category are not required to submit such an affidavit.