

APPOINTMENT OF A SERVICE PROVIDER FOR PREVENTATIVE MAINTENANCE OF SECURITY SYSTEMS AT SENTECH HEAD OFFICE (STP), BRIXTON TOWER, KAMEELDRIFT AND NASREC FOR PERIOD OF THREE (3) YEARS

1. BACKGROUND

Sentech is a state-owned company and is the largest broadcasting signal distributor in South Africa. Sentech is a licensed Electronic Communications Network Service provider in South Africa. It currently operates many telecommunication networks for Satellite, Television, Radio, Internet and more. As such, Sentech is a global enabler of broadcasting and digital content delivery.

The purpose of this request for quotation is to appoint a suitably qualified and experienced service provider to provide **PREVENTATIVE MAINTENANCE OF THE SECURITY SYSTEM AT SENTECH HEAD OFFICE (STP), BRIXTON TOWER, KAMEELDRIFT AND NASREC FOR PERIOD OF THREE (3) YEARS**. This will include maintenance as well as emergency and ad hoc call outs and repairs, and the supply and installation of new equipment.

Sentech has implemented **Avigilon and Hikvision CCTV** surveillance system comprising of cameras and Channel recording software, running on Gallagher software.

The access control system is an **Morpho system with IDEMIA biometric** and card taken on readers and facial and card taken readers **running on Gallagher software**.

The successful bidder will be responsible for the provision of preventative maintenance service at Sentech Head Office (STP), Brixton Tower, Kameeldrift and Nasrec office. The bidder will be required to respond to system faults on unlimited callouts. The bid will be evaluated using quarterly fee. The successful bidder will also be responsible for supply and installation of new equipment and parts on an ad hoc subject to Sentech approval.

TECHNICAL REQUIREMENTS

<p>Scope of Work</p>	<p>The scope of work is the provision of preventative maintenance service of security systems at Sentech Head Office (STP), Brixton Tower, Pretoria site and Nasrec office</p> <p>All maintenance work and equipment shall be in accordance with the approved SABS Standards and shall comply with the Occupational Health and Safety Act, No 85 of 1993 and current regulations of all other codes applicable to this work.</p> <p>NB: Professional services included under this scope of work to be performed by the service provider should include, but are not limited to, the following.</p>
<p>TECHNICAL SPECIFICATION FOR PREVENTATIVE MAINTENANCE</p>	
<p>Item</p>	<p>Description</p>
<p>Network</p>	<ul style="list-style-type: none"> • Ensure that there is no network interruption
<p>Network recording</p>	<ul style="list-style-type: none"> • Check if date and time are correct in menu setup and correct any faults. • View quality of playbacks/retrieved images to ensure that recording has taken place. • Check functionality and clean the NVR. • Verify the recoding time and date of NVR. • Ensure database is maintained and monitored. • Footage must be available for a minimum of 6 months. • Check that license is still valid and upgrade software which are offered free charge or inform Sentech of financial implications for approval.

CCTV cameras and housing	<ul style="list-style-type: none"> • Inspecting field of view for desired coverage. • Focusing camera correctly on points. • Adjust and clean cameras. • Check general condition of wiring. • Backup and restore CCTV data. • All cameras are available on network. • Check that licenses are still valid and upgrade software if required
CCTV monitors	<ul style="list-style-type: none"> • Check functionality and clean exterior. • Check general condition of wiring
CCTV software Avigilon and Hikvision	<ul style="list-style-type: none"> • Inspect the software loaded on the server. • Check that license is still valid and upgrade software which are offered free charge or inform Sentech of financial implications for approval.
PC	<ul style="list-style-type: none"> • Inspect the software loaded on the server. • Check that licenses are still valid and upgrade software which are offered free charge or inform Sentech of financial implications for approval.
Access control boom gates	<ul style="list-style-type: none"> • Check the general conditions and functionality
X-ray machine	<ul style="list-style-type: none"> • Check the general condition, functionality and leakages
Walk through metal detector	<ul style="list-style-type: none"> • Check the general condition and functionality
Access control software- Gallagher	<ul style="list-style-type: none"> • Inspect the software loaded on the server. • Check that license is still valid and upgrade software which are offered free charge or inform Sentech of financial implications for approval.
Access control points/doors	<ul style="list-style-type: none"> • Check the general conditions and functionality • Check that licenses are still valid and upgrade software if required
Server room	<ul style="list-style-type: none"> • Check the general conditions and functionality • Repair or replace switches/POE that are faulty or not working
X-ray machine	<ul style="list-style-type: none"> • Conduct maintenance as per legal requirements and HAB maintenance agreement
Terms and Conditions	<p>SENTECH reserves the right to</p> <ul style="list-style-type: none"> • Extend the closing date; • Verify any information contained in a response. • Request documentary proof • Cancel or withdraw the requirement • To limit communications to only those Service Providers who meets the requirements. • This request will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the SCC conflict with the GCC, the SCC shall prevail. • The successful Service Provider may only enter into a subcontracting arrangement with the approval of SENTECH. The successful Service Provider may not subcontract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the Service Provider concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract. • SENTECH reserves the right to request a BBEE transformation plan with clearly defined timelines and milestones if the recommended Service Provider does not meet SENTECH's transformation goals. These milestones must be achieved over the term of the contract. This transformation plan shall be submitted within 10 working days from the written request, failing which

SENTECH reserves the right to withdraw its appointment of the preferred recommended Service Provider.

- SENTECH shall have the right, at its sole and exclusive discretion, upon written notice to the Service Provider, to terminate this Agreement, in whole or in part should the SERVICE PROVIDER fail to perform any of its obligations or deliver any deliverable timeously or should SENTECH not be satisfied with the quality of any service/s in terms of this Agreement, to the satisfaction of SENTECH.
- SENTECH shall furthermore have the right, as a result of such termination, to appoint a third party to perform the obligations of the Service Provider in terms of the Agreement and the Service Provider indemnifies SENTECH against all costs incurred by SENTECH in appointing such third party to fulfil the obligations of the Service Provider.
- SENTECH shall have the right, at its sole and exclusive discretion, to terminate this Agreement, at any time, upon 30 (thirty) days' written notice to the Service Provider.
- SENTECH reserves the right to conduct supplier due diligence at any time pre, during and post the contract period. This may include announced or unannounced site visits.
- Key resources provided in response should be engaged in the project, should there be resource changes the resource levels must be equivalent to the resources in the proposal, with notice and acceptance by SENTECH be understood as special condition of contract.
- Service Level Agreement will be signed with the successful Service Provider.
- SENTECH will review the contract annually based on satisfactory performance.

PRICING

Price List (see attached BOQ)

Annexure A: BOQ

1. Access Control system

1.1. System name

Site	Description	Number of doors
STP	Gallagher	78
Nasrec	Gallagher	10
Kameeldrift	Gallagher	2
STP	fire escape doors including break glass and peripheral	22

1.2. Security equipment

Site	Equipment	QTY
STP	Turnstile	1
STP	Security booth	1
STP	Security boom gates	5
STP	Walk-through metal detectors	1
STP	Rapiscan X-ray machine	1

1.3. Site controller Gallagher 6000

Site	No of site controllers:
STP	35
Nasrec	2
Kameeldrift	2

1.4. Biometric and Facial readers-Morpho

Enrolment Unit

- Card
- Fingerprint
- Facial
- Printer

Infrastructure

- 2 Workstation
- 1 Server

Site	Equipment	Description	QTY
STP	Biometric	Biometric readers-Morpho	97
STP	Facial	Facial readers	10
STP	Maglocks	Maglocks	78
STP	Enrolment unit	Card reader, fingerprint, facial and card printer	4 units
STP	Workstations	Infrastructure	3
STP	Server	Infrastructure	6
Nasrec	Biometric	Biometric readers	12
Nasrec	No touch	No touch	11
Nasrec	Maglocks	Maglocks	10
Kameeldrift	Biometric	Biometric readers Morpho	4
Kameeldrift	Maglocks	Maglocks	2

2. CCTV Equipment

2.1. Brixton Tower- System name-Avigilon

QTY	Equipment	Description
1	24 port switch	24 port switches H3C
1	8 port switch	8 port switches H3C
14	CCTV cameras	Avigilon (ONVIF) 2.0C-H4APTZ-DP30 Avigilon (ONVIF) 2,0C-H4A-BO2-IR-B Avigilon (ONVIF) 2,0C-H4A-D1-IR-B
1	Network adaptors	NIC1
3	Workstation	PC and monitor
1	NVR	Avigilon
1	Fiber	Fiber reticulation

2.2. STP- System name: Avigilon

QTY	Equipment	Description
16	48 port switch	48 port switch H3C
7	8 port switch	8 port switch H3C
8	Panel monitors	Hi-sense video wall monitors
178	CCTV cameras	Avigilon (ONVIF) 2.0C-H4APTZ-DP30 Avigilon (ONVIF) 2,0C-H4A-BO2-IR-B Avigilon (ONVIF) 2,0C-H4A-D1-IR-B
3	Workstation	PC and monitors
1	NVR	Avigilon

2.3. Kameeldrift- System name: Avigilon

QTY	Equipment	Description
10	CCTV cameras	Avigilon (ONVIF) 2.0C-H4APTZ-DP30 Avigilon (ONVIF) 2,0C-H4A-BO2-IR-B Avigilon (ONVIF) 2,0C-H4A-D1-IR-B
1	NVR	Avigilon

2.4. Nasrec- System: Hikvision

QTY	Equipment	Description
18	CCTV cameras	12 Varifocal Bullet Camera. Power by Darkfigher 6 Infra-red Dome camera
1	NVR	Hikvision IP embedded – 16 CH, Acuses Analytics expendables

Annexure B: Price list

STP

Description	Year 1	Year 2	Year 3
Access control system			
Security equipment			
CCTV Surveillance system- Avigilon			
Network			
STP control room			
Total amount Excl vat			
Total amount incl vat			

Kameeldrift

Description	Year 1	Year 2	Year 3
Access control system			
CCTV Surveillance system- Avigilon			
Network			
Total amount Excl vat			
Total amount incl vat			

Brixton Tower

Description	Year 1	Year 2	Year 3
CCTV Surveillance system- Avigilon			
Network			
Total amount Excl vat			
Total amount incl vat			

Nasrec

Description	Year 1	Year 2	Year 3
Access control system			
CCTV Surveillance system- Hikvision			
Network			
Total amount Excl vat			
Total amount incl vat			

Total contract amount per year

	Year 1	Year 2	Year 3
Total amount excl vat			
Total amount incl vat			

Total contract amount

Total amount excl vat	
Total amount incl vat	

BID SPECIFICATION EVALUATION COMMITTEE (BSEC)