

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (South African National Biodiversity Institute)					
BID NUMBER:	SANBI: G478/2023	CLOSING DATE:	05 October 2023	CLOSING TIME:	11:00am
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND INSTALL IP CLOSED-CIRCUIT TELEVISION (CCTV) CAMERAS FOR NINE (9) OF SANBI'S CENTRES (I.E., FSNBG, HNBG, KDNBG, KNBG, HPNBG, KZNNBG, LNBG, KZNH AND MBCC) AND PROVIDE MAINTENANCE AND REPAIRS OF A FIVE (5) YEAR PERIOD FOR THE INSTALLED SYSTEMS, AS WELL AS REMOTE VIEWING FROM A CENTRAL POINT AT PNBG OF THE NEWLY INSTALLED CAMERAS AND EXISTING CAMERAS AT THE TWO OTHER CAMPUSES (I.E. WSNBG AND PNZG).				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:					
Biodiversity Centre Pretoria National Botanical Garden, 2 Cussonia Avenue, Brummeria Pretoria					
A compulsory briefing session will be conducted at the time and date given as follows: Date: 20 September 2023 Time: 11:00AM Virtual Briefing session link: https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F%23%2F%2Fmeetup-join%2F19%3Ameeting_ZDQ2YjkzODItMzljYy00YmM5LWl3NDQNTFjMTNmNTkZGY1%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%25220b847c5e-73e2-4441-8789-9c092d2dd489%2522%252c%2522Oid%2522%253a%2522e4ac6017-5bc2-4a6f-a7bf-f314aa5da08b%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkid=cd782cb3-8a6d-4814-802f-257f7ae4e728&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	sanbi.tenders@sanbi.org.za		E-MAIL ADDRESS	D.Mokoena@sanbi.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES <input type="checkbox"/> NO <input type="checkbox"/> DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? NO <input type="checkbox"/> YES <input type="checkbox"/> IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.			

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
 (Proof of authority must be submitted e.g. company resolution)

DATE:

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....Bid number: **SANBI: G478/2023**

Closing Time 11:00

Closing date: **05 October 2023**

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY
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**** (ALL APPLICABLE TAXES INCLUDED)**

-
- Required by:
 - At:

 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
*Delivery: Firm/not firm
 - Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

**** "all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

***Delete if not applicable**

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 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**

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.

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 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

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.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 To be completed by the organ of state

a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20	or	90/10
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	or	$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20	or	90/10
$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$	or	$Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Categories of persons historically disadvantaged by unfair discrimination on the basis of race. Information will be verified on the CSD report. Points will be allocated based on the percentage of ownership per goal Black Ownership = 10 Points		(10)		
Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. Information will be verified on the CSD report. Points will be allocated based on the percentage of ownership per goal Female Ownership = 10 Points		(10)		
Total		20		

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM
- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]
- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
 - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

REQUEST FOR TENDER

FOR THE

APPOINTMENT OF A SERVICE PROVIDER FOR SUPPLY AND INSTALLATION OF IP CLOSED – CIRCUIT TELEVISION (CCTV) CAMERAS, INCLUDING REMOTE VIEWING OF THE SURVEILLANCE FROM A CENTRAL POINT AT PRETORIA NATIONAL BOTANICAL GARDEN AND MAINTENANCE AND REPAIRS FOR A FIVE YEAR PERIOD TO THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE

Physical address

The South African National Biodiversity Institute (SANBI)
Pretoria National Botanical Garden
2 Cussonia Avenue
Brummeria
Pretoria

POSTAL ADDRESS:

The South African National Biodiversity Institute
Private Bag X101
Silverton
0184

Tender No: SANBI: G478/2023

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1. INTRODUCTION

The South African National Biodiversity Institute (SANBI) contributes to South Africa's sustainable development by facilitating access to biodiversity data, generating information and knowledge, building capacity, providing policy advice, and showcasing and conserving biodiversity in its national botanical and zoological gardens.

SANBI intends to appoint the successful Service Provider to supply and install IP Closed-Circuit Television (CCTV) Cameras for nine (9) of its centres (i.e., Free State National Botanical Garden (FSNBG), Hantam National Botanical Garden (HNBG), Karoo Desert National Botanical Garden (KDNBG), Kirstenbosch National Botanical Garden (KNBG), Harold Porter National Botanical Garden (HPNBG), KwaZulu-Natal National Botanical Garden (KZNNBG), Lowveld National Botanical Garden (LNBG), KwaZulu-Natal Herbarium (KZNH) and Mokopane Biodiversity Conservation Centre (MBCC)) and provide maintenance and repairs of a five (5) year period, as well as remote viewing from a central point at Pretoria National Botanical Garden (PNBG) of the newly installed cameras and existing cameras at the two other campuses (i.e. Walter Sisulu National Botanical Garden (WSNBG) and Pretoria National Zoological Garden (PNZG)).

The appointed Service Provider should be cognisant of special conditions of contract (**Annexure A**)

2. INVITATION TO TENDER

Tenders are hereby invited for the appointment of a Service Provider to supply and install IP Closed-Circuit Television (CCTV) Cameras for nine (9) of its centres (i.e., FSNBG, HNBG, KDNBG, KNBG, HPNBG, KZNNBG, LNBG, KZNH and MBCC) and provide maintenance and repairs of a five (5) year period, as well as remote viewing from a central point at Pretoria National Botanical Garden of the newly installed cameras and existing cameras at the two other campuses (i.e. WSNBG and PNZG). The tender process will be coordinated by SANBI's Supply Chain Management (SCM) department, contactable at the following address:

Deputy Director: Supply Chain Management
The South African National Biodiversity Institute (SANBI)
Private Bag X101
Silverton
0184
Email: sanbi.tenders@sanbi.org.za

The tender closes on: 05 October 2023

Bidders are encouraged to direct all technical and bidding procedure enquiries to the email addresses below. All responses to questions via email will be communicated via this tender's advertisement webpage on the SANBI website www.sanbi.org.

- For bidding procedure enquiries: sanbi.tenders@sanbi.org.za
- For technical enquiries: D.Mokoena@sanbi.org.za and M.Maite@sanbi.org.za

Cut-off date for enquiries: **29 September 2023 at 12:00**

3. COMPULSORY BRIEFING SESSION

A virtual compulsory briefing session will take place **20 September 2023 from 9:00 to 10:30 on Microsoft Teams**. Please use the link below to join the meeting.

https://teams.microsoft.com/join%2F19%3Ameeting_ZDQ2YjkzODItMzljYy00YmM5LWI3NDQtNTFjMTRmNTIkZGY1%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%25220b847c5e-73e2-4441-8789-9c092d2dd489%2522%252c%2522Oid%2522%253a%2522e4ac6017-5bc2-4a6f-a7bf-f314aa5da08b%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=cd782cb3-8a6d-4814-802f-257f7ae4e728&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Bidders are encouraged to direct all technical and bidding procedure enquiries to the email addresses below. All responses to questions via email and at the compulsory briefing session will be communicated via this tender's advertisement webpage on the SANBI website www.sanbi.org.

- For bidding procedure enquiries: sanbi.tenders@sanbi.org.za
- For technical enquiries: D.Mokoena@sanbi.org.za and M.Maite@sanbi.org.za

Cut-off date for enquiries: **29 September 2023 at 12:00**

Service providers who wishes to conduct site visit of below mention twelve (12) campuses are advised to so on the following dates:

- Free State NBG: **21 September 2023** at 11:00; contact person is Ms Nondumiso Magija, email: magija@sanbi.org.za
- Hantam NBG: **22 September 2023** at 11:00; contact person is Mr Simphiwe Madlala, email: S.Madlala@sanbi.org.za
- Harold Porter NBG: **25 September 2023** at 08:00; contact person is Ms Berenice Carolus, email: B.Carulus@sanbi.org.za
- Kirstenbosch NBG **25 September 2023** at 11:00; contact person is Mr Elton Le Roux, email: Er.Leroux@sanbi.org.za
- Karoo Desert NBG: **25 September 2023** at 15:00; contact person is Mr Ricardo Riddles, email: R.Riddles@sanbi.org.za
- KwaZulu-Natal H: **26 September 2023** at 09:00; contact person is Ms Yashica Singh, email: Y.Singh@sanbi.org.za
- KwaZulu-Natal NBG: **26 September 2023** at 14:00; contact person is Ms Sthembile Zondi, email: S.Zondi@sanbi.org.za

- Lowveld NBG: **27 September 2023** at 11:00; contact person is Mr Carona Mathipa, email: C.Mathipa@sanbi.org.za
- Mokopane BCC: **28 September 2023** at 11:00; contact person is Mr Mark Howitt, email: M.Howitt@sanbi.org.za
- Walter Sisulu NBG: **29 September 2023** at 08:00; contact person is Ms Xolelwa Hlalu, email: X.Hlalu@sanbi.org.za
- Pretoria NZG: **29 September 2023** at 12:00; contact person is Mr Lwandise Cungcu, email: L.Cungcu@sanbi.org.za
- Pretoria NBG: **29 September 2023** at 15:00; contact person is Mr Dumisi Mokoena, email: D.Mokoena@sanbi.org.za

4. Documents required

4.1 Mandatory requirements

Tenders must include the following documentation (**failure to submit this required documentation WILL lead to disqualification**):

- A copy of the company Central Supplier Database (CSD) registration report.**
- The company's Private Security Industry Regulatory Authority (PSIRA) registration certificate as a security Service Provider. Such registration must remain valid during the period of the contract.
- The company owner(s) or management team's Private Security Industry Regulatory Authority (PSIRA) registration certificate(s). Such registration must remain valid during the period of the contract.
- A certified copy of the companies valid ICASA licence or contract with recognised service provider for PTT communication for the specific service area covering the location of the campus. This must remain valid for the duration of the contract
- The bidder must submit a documentary proof of address from a third (3rd) party to indicate that the company has an operating office/business (E.g. municipal account, Local Authority Letter, or telephone account (not older than three (3) months), signed lease agreement, etc.)
- Fee/cost structure as for Annexure B, C & D. This must only be included in the 'original' document as per the section on submission below. Inclusion of pricing in any 'copy' (in the PDF file(s) of the document(s) on the memory stick) will result in the tender being rejected.**
- Valid letter of good standing from the office of the Compensation Commissioner as required by the Compensation for Occupational Injuries and Diseases Act (COIDA). The letter should be issued by the Department of Labour.
- The Company's health and safety policy and health and safety training plan.
- A certified copy of **Liability Insurance Cover** for the company and for company employees and the amount available per claim (minimum 5 million Rand). This must be valid during the duration of the contract.
- Duly completed and signed SBD forms.
- Compulsory site briefing session certificate.

4.2 Other documents required

Each tender document should also include the following documentation, although failure to submit these documents will not result in disqualification. However, the information contained in them is required for evaluation purposes:

- a) **Company information and profile:** Mission statement and policies with an indication of the management, communication and supervision structures and include a section on how staff will be managed on the campuses.
- b) A copy of the latest Audited Financial Statement.
- c) A SABS ISO 9001 Certificate (this is optional).
- d) **Track record:** a list of at least ten (10) similar contracts held in the past five (5) years that should include the name of the client, scope of the services provided, duration of the project and value of contract.
- e) Five reference letters: No less than five traceable reference letters: signed reference letters from at least five (5) current or previous clients within the past 5 years.
- f) **Evidence of operational capacity to perform the required security services:**

CCTV camera and electronic systems team capacity:

- I. Project Leader proof of knowledge, skills, qualifications, and experience to be included in CV
- II. Technician/Technical team's proof of knowledge, skills, qualifications, and experience to be included in CV(s)
- g) Evidence of a detailed CCTV cameras Maintenance Plan indicating routine operations testing timelines, parts provisions etc.
- h) Evidence of location of operational business premises of a Service Provider.

NB: Sufficient information must be provided to allow the Bid Evaluation Committee to score bids against all criteria. SANBI reserve the right to verify and vet all provided documentation with relevant third parties in line with the POPIA regulation.

5. SCOPE OF WORK

To supply and install IP Closed-Circuit Television (CCTV) Cameras for nine (9) of its center's (i.e., FSNBG, HNBG, KDNBG, KNBG, HPNBG, KZNNBG, LNBG, KZNH and MBCC) and provide maintenance and repairs of a five (5) year period for the installed systems, as well as remote viewing from a central point at Pretoria National Botanical Garden of the newly installed cameras and existing cameras at the two other campuses (i.e. WSNBG and PNZG).

SANBI requires the Service Provider to fulfil the below minimum requirements:

- Be PSIRA (Private Security Industry Regulatory Authority) compliant with sufficient in-depth knowledge about servicing, maintenance, repairs, and installation of CCTV cameras.
- Have a minimum of five (5) years' experience in the servicing, maintenance, repairs, and installation of CCTV cameras.
- Provide guaranties and warrantees of repaired or replaced security equipment.
- Repair and replace damaged parts affecting the functionality of the CCTV cameras system without delay where needed.
- Ensure that all CCTV cameras are always functional and integrated with existing or new computer hardware and the most appropriate user-friendly access platforms at various locations.

- Render maintenance, repairs, servicing, replacement and installation of the CCTV cameras and related equipment for a period of five (5) years.
- Comply with all relevant South African legislation as well as with SANBI's Terms and Conditions including SANBI's security policy and specifications.
- Comply with all Safety, Health, and Environment (SHE) conditions during the project period and when conducting work on SANBI premises.

6. GENERAL OBLIGATIONS OF SERVICE PROVIDER

The successful bidder shall submit a Maintenance Plan (job card) to schedule the frequency of routine inspections to be carried out and completed. A status report of the system shall then be furnished to the relevant campus Garden Manager for approval and endorsement.

- Maintenance during public holidays, afterhours and weekend shall be classified as an emergency and shall be treated as such.
- The successful bidder should monitor and advise SANBI without delay about any technical problem/s or a need to repair or replace damaged equipment.
- The successful bidder should take note that all major installation, maintenance, shutting down and testing of the system should be planned and discussed with SANBI before commencement to avoid noise, disturbance, disruptions etc. to staff, visitors, operations and/or its tenants.
- All prices shall be seen as final and must include transportation charges for providing the needed services. The successful bidder's travel costs must be incorporated in the bid proposal price. Hourly labour rates begin with the successful bidder's arrival on site and end when the bidder leaves the site.
- Only Original Equipment Manufacturers (OEM) parts shall be used, unless otherwise approved in advance of order and installation.
- The Successful Bidder must be able to supply, install and commission the required IP CCTV cameras within agreed timeframe.
- The Service Provider shall always communicate with the SANBI Project Manager on all aspects of work and administration before, during and after the provision of services, as set out in the standard SANBI Contract Agreement and associated SLA.

7. STANDARDS AND APPROVALS

To ensure that the campuses maintain high standards of security for visitors and staff on its premises, the CCTV cameras, its associated equipment, and installations must be approved by SANBI. They must provide the best integrated surveillance camera solutions and the most user-friendly operability to always benefit the overall security at the various

campuses to the highest possible quality standards. It is expected that the Service Provider will deliver the installation, maintenance, repairs and replacement of equipment at the highest possible standard consistently. The services may need to be conducted, outside of scheduled routine inspections in the case of fault reporting and/or emergency callouts which may include after – hours requirements.

The Service Provider will comply with all relevant government legislation as well as SANBI's terms and conditions including a Service Level Agreement (SLA) attached to a standard independent contract agreement.

- Maintenance and repairs of the CCTV cameras and associated components must be rendered proactively notwithstanding any routine scheduled maintenance work. The Service Provider shall always aim to anticipate where corrective maintenance is required. The Service Provide must provide SANBI with a breakdown of all components, parts and equipment needed for all routine and/or unexpected repairs and maintenance for SANBI's approval before any commencement of work.

The successful bidder **must be** able to supply any parts or equipment components for repairs and/or replacement of faulty, damaged, or non-functional equipment **without delay** for the full duration of the five (5) years.

- The Service Provider should ensure that the integrated CCTV camera systems remain fully operational at the identified locations.
- All intended works to be rendered by the Service Provider must follow an approval process. This will entail the provision of a quotation, a requisition of approval via the SANBI Supply Chain Management Unit and once approved, the issuing of a Purchase Order. Upon completion of any works, the Service Providers must always indicate Purchase Order numbers on all invoices to SANBI. The Service Provider shall provide guarantees and warranties against workmanship, quality and reliability of parts or equipment used.

8. PREPARATION OF PROPOSAL

SANBI shall not be held liable for any cost that has been incurred by the Service Provider in the preparation of the proposal, the obtaining of certificates or any other cost that might be incurred in submitting the proposal.

9. TECHNICAL SPECIFICATION

NO.:	Description of Equipment:	Quantity:
1.	Network Video Recording (NVR)	See attached BOQ
2.	IP day/night outdoor dome camera and bracket	See attached BOQ
3.	IP day/night bullet camera and bracket	See attached BOQ
4.	IP day/night indoor dome camera	See attached BOQ
5.	Lightning Protector (each camera)	Sufficient for sites
6.	Other accessories to complete installation	As per installation

7.	Lightning Protector	Sufficient for sites
8.	Licences (Supply licenses as required for a complete operational system)	As per installation
9.	Poles for mounting of Cameras	As per the site requirement
10.	Installation, configuration, setup for client monitoring and training of end user.	See attached BOQ
11.	Remote/ Off site Viewing Structure for 11 campuses	See attached BOQ

NB: The successful bidder for the provision of the latest IP CCTV cameras shall be responsible for the supply, delivery to site, offloading, safe storage, installation, system interface, set-up, calibration, commissioning, hand over and maintenance of the system. A bill of quantity for required components is attached as **Annexure D**.

NB: The successful bidder will be required to specify all other ICT-related infrastructure requirements, such as virtual servers, operating systems licenses for the servers, computers, and other network equipment. These ICT Infrastructure requirements will be provided for, maintained and supported by SANBI ICT. In addition SANBI ICT will be responsible for maintenance and support of the ICT infrastructure up to the operating system level, including information security. The bidder will be responsible for the maintenance and support of the security application or software installed in the ICT Infrastructure.

10. STORAGE OF RECORDINGS

- a) Primary storage of recordings must be done on NVR hard drives.
- b) The Service Provider should provide sufficient capacity to store at least six (6) months for video recordings at full frame rate and definition.
- c) Access to any of the stored recordings should be limited to people with administration rights.

11. DOCUMENTATION

- a) As-built drawings: As-built CAD drawings shall be A1 size, neatly folded and placed in a reinforced holder with transparent Perspex cover.
- b) Drawings will also be submitted on CD in AutoCAD 2012 or later, drawing format, as well as Adobe Acrobat PDF format.

12. MANUALS

- a) The Bidder shall prepare and provide comprehensive maintenance and operating manuals of the installed system in accordance with all requirements of the specifications.
- b) The manuals must be detailed and written so as to enable any supplier or maintenance organization to maintain the system.
- c) The manuals must contain the following as a minimum requirement:
 - I. Operating instructions;
 - II. Fault finding procedures (flow diagram);

- III. Specification sheet of each system component;
- IV. Commissioning parameters (test values/settings);
- V. List of suppliers/manufacturers involved with procurement process, including addresses and component rates;

13. TESTING, COMMISSIONING AND SYSTEM HANDING OVER

- a) The services of a competent, factory-trained technician authorised by the manufacturer of each different component shall be provided to technically supervise and participate during testing, calibration and commissioning of the system.
- b) **Final inspection and acceptance:** During final inspection, a factory-trained representative of the installer shall demonstrate the system features, performance and operation.
- c) The appointed Service Provider shall be expected to hand over the fully functional security system to relevant SANBI Management or delegated personnel.

14. TRAINING OF DESIGNATED STAFF

- a) The training of operators and security personnel forms part of this contract. Training shall commence during the commissioning period of the installation. Costs of training must be clearly stipulated on the pricing schedule.

15. WARRANTY AND GUARANTEES

- b) The Bidder is expected to provide the warranty and guaranty of new equipment supplied and installed at SANBI campuses as well as a comprehensive Maintenance (Preventative and Emergency) Plan after the expiry of the warranty period.
- c) A system warranty of 12 months is required on all newly installed equipment's.

16. SAFETY, HEALTH AND ENVIRONMENTAL REQUIREMENTS

19.1 MINIMUM COMPLIANCE

All Service Providers entering into a contract with SANBI shall, as a minimum, comply with the following General Safety, Health and Environment (SHE) requirements:

- The Occupational Health & Safety Act (OHSA) (Act 85 of 1993) and its Regulations: A current, up-to-date copy of the Occupational Health and Safety Act as well as Safety, Health and Environment file for the company shall be always available on site.
- The Service Provider's staff will be expected to attend an induction training within the first week before commencing any work so that they become familiar with the parts of the garden they are stationed at and the evacuation procedures (a signed register of such induction must be available in the Safety, Health and

Environmental file and be available to the internal and external auditors and SHE representatives of SANBI on request).

- The Compensation for Occupational Injuries & Diseases Act (Act 130 of 1996): The Service Providers will be required to submit a letter of good standing from the office of the Compensation Commissioner as required by the Compensation for Occupational Injuries and Diseases Act. The letter should be issued by the Department of Labour. A current, up-to-date copy of the Compensation for Occupational Injury and Diseases Act (COIDA) shall be always available on site.
- National Environmental Management Act (Act No. 107 of 1998).
- National Environmental Management: Waste Act (Act 59 of 2008).
- The South African National Biodiversity Institute Health and Safety specifications and relevant policies.

It will be expected of the potential Service Providers to supply an Occupational Health, Safety and Environmental file before signing the contract. This file will be checked for compliance by SANBI's Deputy Director: Health, Safety and the Environment before the contract can be signed. The Health, Safety and Environmental File will become SANBI property at the end of the contract. Compliance will be monitored for the duration of the contract.

17. EVALUATION CRITERIA

In accordance with the National Treasury Instruction Note on the Amended Guidelines in Respect of Bids that include Functionality as a Criterion for Evaluation (issued 3 September 2010), this bid will be evaluated in two stages:

Stage 1:

The first stage will evaluate functionality according to the criteria listed in the table below. Bids that fail to score a minimum of 70 points out of a possible 100 points for functionality will not be eligible for further consideration.

Functionality Criteria

CRITERIA FOR EVALUATING FUNCTIONALITY				
No	Criteria	Sub Criteria		Weight
1	Company Experience			30
1.1	Competence and experience/track record in the installation, maintenance and repairs of Closed-Circuit Television Cameras.	The bidder has five years and more experience.	10	10
		The bidder has four years' experience.	7	
		The bidder has three years' experience.	5	
		The bidder has two years' experience.	3	
		The bidder has one year or less experience.	0	
1.2	Supply a list of similar projects undertaken by the Service Provider. Provide a brief description of the scope and scale of the work undertaken for	Ten (10) or more relevant projects	20	20
		Six (6) or more relevant projects	15	
		Three (3) or more relevant projects	10	
		One (1) or more relevant project	5	

CRITERIA FOR EVALUATING FUNCTIONALITY				
No	Criteria	Sub Criteria		Weight
	each, the dates of the contract and the value of each contract. (<i>Appointment, completion and reference letters from the client must be attached to be awarded the points</i>)	Non-responsive	0	
2	Technical Knowledge			20
	<i>Demonstrate technical knowledge of the team to do the installation, commission, maintenance, troubleshooting, update and maintain software, and repairs of faulty Closed-Circuit Television Cameras system (CVs and certified copies of CCTV Security Electronic Certifications of the project leader and at least 2 technical teams must be attached).</i>	The project team to be assigned has twenty (20) and more years plus combined experience and relevant certifications.	20	
		The project team to be assigned has fifteen (15) years plus combined experience and relevant certifications..	15	
		The project team to be assigned has ten (10) years plus combined experience and relevant certifications.	10	
		The project team to be assigned has five (5) years plus combined experience and relevant certifications.	5	
		The project team to be assigned has less than five (< 5) year combined experience and relevant certifications.	0	
3	Technical Capability			20
3.1	Provision of a detailed CCTV cameras Maintenance-Plan	The bidder has submitted a detailed work-plan with timelines, technician/s, provision of parts, response time for emergency.	20	
		The bidder has submitted a work-plan without timelines, technician/s, provision of parts, response time for emergency, etc.	15	
		The bidder has submitted a work-plan with timelines, technician/s, provision of parts, response time emergency but not related to the scope of work.	10	
		The bidder submitted work-plan without technicians, timeline for emergency response and no indication of scope of work.	5	
		No submission	0	
4	Financial capability			20
	Bank rating code:	Undoubted for the amount of inquiry or Good for inquiry. (Bank code: A)	20	
	Bidders must submit a bank rating code letter valid for three (3) months showing the conduct of the account. Supplemented by the following financial documents:	The subject has a good record of meeting their financial commitments, and the amount is well within the capacity of an ordinary business commitment. (Bank code: B)	16	
		The subject has a good record, the amount may appear high in relation to normal transactions on the account. (Bank code: C)	12	

CRITERIA FOR EVALUATING FUNCTIONALITY				
No	Criteria	Sub Criteria		Weight
	<ul style="list-style-type: none"> An audited financial statement showing the financial capacity to implement and run the contract without foreseen cashflow challenges, (liquidity). 	The financial position of the subject is modest or unknown, but where the account is satisfactorily conducted, and the subject is considered satisfactory for moderate business commitments. (Bank code: D)	8	
		The amount of the enquiry is too high for the subject and terms given. (Bank code: E)	5	
		Non-submission of bank rating letter or other bank code	0	
5	References			10
	Provide no less than five traceable reference letters : signed reference letters from at least five (5) current or previous clients for electronic security systems/ CCTV cameras within the past 5 years. (Company name, contact person, telephone number, services provided, total value of the contract and contract duration with dates, performance of the service provider per service provided). The reference letters must be relevant to required services.	The bidder with five (5) and more references.	10	
		The bidder with four (4) references.	7	
		The bidder with three (3) references.	5	
		The bidder with two (2) references or less.	3	
	Total			100

NOTE: Note that this tender will be evaluated in accordance with the Preferential Procurement Regulations, 2022 pertaining to Preferential Procurement Policy Framework Act (No.5 OF 2000), where price constitutes 80 points and a maximum of 20 points will be awarded based on the specific goals.

Stage 2:

The second stage will evaluate the price and specific goals of those bids that meet the minimum threshold for functionality. In accordance with the Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act (No. 5 of 2000), the 80/20-point system will be applied in evaluating proposals that qualify for further consideration, where price constitutes 80 points and a maximum of 20 points will be awarded based on the bidder's specific goals.

Specific Goal	Total Points
1. Categories of persons historically disadvantaged by unfair discrimination on the basis of race. 100% black ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof).	(10)
2. Categories of persons historically disadvantaged by unfair discrimination on the basis of gender.	(10)

100 % female ownership	
(Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof).	
Total Points	20

18. TENDER DOCUMENTATION AVAILABILITY

Please note: No tender documents will be issued at the briefing session. Bidders are requested to download the tender documents from the SANBI website www.sanbi.org.

19. REPORTING AND MANAGEMENT

The Service Provider will supply the relevant SANBI Project Managers with a management report on a monthly basis. The report shall be based on the different services and shall cover all work performed and completed during the month.

20. CONTRACT PERIOD

The contract is for five (5) years, is performance-based and will be reviewed every twelve (12) months from the date of commencement. The contract to be signed will have a Service Level Agreement which must be adhered to by both the Service Provider and SANBI.

21. SUBMISSION OF TENDER

Respect of Bids that includes Functionality as a Criterion for Evaluation (Issued 3 September 2010), the two-envelope system will be used for this bid.

Service Providers are to submit (1) printed document with pricing included in an envelope, marked 'ORIGINAL', including a copy of the document without pricing as a PDF file on a memory stick.

NB:

- Financial or pricing details (Annexure B - C) should **ONLY** be included in the printed document marked 'ORIGINAL', and not in the PDF file of the document on the non-returnable memory stick.
- Failure to submit one printed document with pricing in one envelope, and a PDF document without pricing on the non-returnable memory stick will lead to your bid being disqualified.

22. ANNEXURES

The Annexures below are attached to this document.

Annexure A: Special conditions of contract

Annexure B and C : Pricing schedule breakdown (Total costs of the CCTV cameras installation, maintenance and repairs)

ANNEXURE A. SPECIAL CONDITIONS OF CONTRACT

1. SPECIAL CONDITIONS OF CONTRACT

Any award made to a bidder(s) under this bid is conditional, amongst others, upon –

- a. The bidder(s) accepting the terms and conditions contained in the General Conditions of Contract as the minimum terms and conditions upon which SANBI is prepared to enter into a contract with the successful Bidder(s).
- b. The bidder submitting the General Conditions of Contract to SANBI together with its bid, duly signed by an authorised representative of the bidder.

2. SERVICE LEVEL AGREEMENT

- 1.1. Upon award SANBI and the successful bidder will conclude a Service Level Agreement regulating the specific terms and conditions applicable to the services being procured by SANBI, more or less in the format of the draft Service Level Indicators included in this tender pack.
- 1.2. SANBI reserves the right to vary the proposed draft Service Level Indicators during the course of negotiations with a bidder by amending or adding thereto.
- 1.3. Bidder(s) are requested to:
 - a. Comment on draft Service Level Indicators and where necessary, make proposals to the indicators;
 - b. Explain each comment and/or amendment; and
 - c. Use an easily identifiable colour font or “track changes” for all changes and/or amendments to the Service Level Indicators for ease of reference.
- 1.4. SANBI reserves the right to accept or reject any or all amendments or additions proposed by a bidder if such amendments or additions are unacceptable to SANBI or pose a risk to the organisation.

3. SPECIAL CONDITIONS OF THIS BID

SANBI reserves the right:

- 1.5. To award this tender to a bidder that did not score the highest total number of points, only in accordance with section 2(1)(f) of the PPPFA (Act 5 of 2000)
- 1.6. To negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any terms and conditions, including price without offering the same opportunity to any other bidder(s) who has not been awarded the status of the preferred bidder(s).
- 1.7. To accept part of a tender rather than the whole tender.

- 1.8. To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the services offered by the bidder(s), whether before or after adjudication of the Bid.
- 1.9. To correct any mistakes at any stage of the tender that may have been in the Bid documents or occurred at any stage of the tender process.
- 1.10. To cancel and/or terminate the tender process at any stage, including after the Closing Date and/or after presentations have been made, and/or after tenders have been evaluated and/or after the preferred bidder(s) have been notified of their status as such.
- 1.11. Award to multiple bidders based either on size or geographic considerations.

4. SANBI REQUIRES BIDDER(S) TO DECLARE

In the Bidder's Technical response, bidder(s) are required to declare the following:

- 1.12. Confirm that the bidder(s) is to: –
 - a. Act honestly, fairly, and with due skill, care and diligence, in the interests of SANBI ;
 - b. Have and employ effectively the resources, procedures and appropriate technological systems for the proper performance of the services;
 - c. Act with circumspection and treat SANBI fairly in a situation of conflicting interests;
 - d. Comply with all applicable statutory or common law requirements applicable to the conduct of business;
 - e. Make adequate disclosures of relevant material information including disclosures of actual or potential own interests, in relation to dealings with SANBI;
 - f. Avoidance of fraudulent and misleading advertising, canvassing and marketing;
 - g. To conduct their business activities with transparency and consistently uphold the interests and needs of SANBI as a client before any other consideration; and
 - h. To ensure that any information acquired by the bidder(s) from SANBI will not be used or disclosed unless the written consent of the client has been obtained to do so.

5. CONFLICT OF INTEREST, CORRUPTION AND FRAUD

- 1.13. SANBI reserves its right to disqualify any bidder who either itself or any of whose members (save for such members who hold a minority interest in the bidder through shares listed on any recognised stock exchange), indirect members (being any person or entity who indirectly holds at least a 15% interest in the bidder other than in the context of shares listed on a recognised stock exchange), directors or members of senior management, whether in respect of SANBI or any other government organ or entity and whether from the Republic of South Africa or otherwise ("Government Entity")

- a. engages in any collusive tendering, anti-competitive conduct, or any other similar conduct, including but not limited to any collusion with any other bidder in respect of the subject matter of this bid;
- b. seeks any assistance, other than assistance officially provided by a Government Entity, from any employee, advisor or other representative of a Government Entity in order to obtain any unlawful advantage in relation to procurement or services provided or to be provided to a Government Entity;
- c. makes or offers any gift, gratuity, anything of value or other inducement, whether lawful or unlawful, to any of SANBI's officers, directors, employees, advisors or other representatives;
- d. makes or offers any gift, gratuity, anything of any value or other inducement, to any Government Entity's officers, directors, employees, advisors or other representatives in order to obtain any unlawful advantage in relation to procurement or services provided or to be provided to a Government Entity;
- e. accepts anything of value or an inducement that would or may provide financial gain, advantage or benefit in relation to procurement or services provided or to be provided to a Government Entity;
- f. pays or agrees to pay to any person any fee, commission, percentage, brokerage fee, gift or any other consideration, that is contingent upon or results from, the award of any tender, contract, right or entitlement which is in any way related to procurement or the rendering of any services to a Government Entity;
- g. has in the past engaged in any matter referred to above; or
- h. has been found guilty in a court of law on charges of fraud and/or forgery, regardless of whether or not a prison term was imposed and despite such bidder, member or director's name not specifically appearing on the List of Tender Defaulters kept at National Treasury.

6. MISREPRESENTATION DURING THE LIFECYCLE OF THE CONTRACT

- 1.14. The bidder should note that the terms of its Tender will be incorporated in the proposed contract by reference and that SANBI relies upon the bidder's Tender as a material representation in making an award to a successful bidder and in concluding an agreement with the bidder.
- 1.15. It follows therefore that misrepresentations in a Tender may give rise to service termination and a claim by SANBI against the bidder notwithstanding the conclusion of the Service Level Agreement between SANBI and the bidder for the provision of the Service in question. In the event of a conflict between the bidder's proposal and the Service Level Agreement concluded between the parties, the Service Level Agreement will prevail.

7. PREPARATION COSTS

The Bidder will bear all its costs in preparing, submitting and presenting any response or Tender to this bid and all other costs incurred by it throughout the bid process. Furthermore, no statement in this bid will be construed as placing SANBI, its employees or agents under any obligation whatsoever, including in respect of costs, expenses or losses incurred by the bidder(s) in the preparation of their response to this bid.

8. INDEMNITY

If a bidder breaches the conditions of this bid and, as a result of that breach, SANBI incurs costs or damages (including, without limitation, the cost of any investigations, procedural impairment, repetition of all or part of the bid process and/or enforcement of intellectual property rights or confidentiality obligations), then the bidder indemnifies and holds SANBI harmless from any and all such costs which SANBI may incur and for any damages or losses SANBI may suffer.

9. PRECEDENCE

This document will prevail over any information provided during any briefing session whether oral or written, unless such written information provided, expressly amends this document by reference.

10. LIMITATION OF LIABILITY

A bidder participates in this bid process entirely at its own risk and cost. SANBI shall not be liable to compensate a bidder on any grounds whatsoever for any costs incurred or any damages suffered as a result of the Bidder's participation in this Bid process.

11. TAX COMPLIANCE

No tender shall be awarded to a bidder who is not tax compliant. SANBI reserves the right to withdraw an award made, or cancel a contract concluded with a successful bidder in the event that it is established that such bidder was in fact not tax compliant at the time of the award, or has submitted a fraudulent Tax Clearance Certificate to SANBI or whose verification against the Central Supplier Database (CSD) proves non-compliant. SANBI further reserves the right to cancel a contract with a successful bidder in the event that such bidder does not remain tax compliant for the full term of the contract.

12. TENDER DEFAULTERS AND RESTRICTED SUPPLIERS

No tender shall be awarded to a bidder whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury's List of Restricted Suppliers. SANBI reserves the right to withdraw an award, or cancel a contract concluded with a Bidder should it be established, at any time, that a bidder has been blacklisted with National Treasury by another government institution.

13. GOVERNING LAW

South African law governs this bid and the bid response process. The bidder agrees to submit to the exclusive jurisdiction of the South African courts in any dispute of any kind that may arise out of or in connection with the subject matter of this bid, the bid itself and all processes associated with the bid.

14. RESPONSIBILITY FOR SUB-CONTRACTORS AND BIDDER'S PERSONNEL

A bidder is responsible for ensuring that its personnel (including agents, officers, directors, employees, advisors and other representatives), its sub-contractors (if any) and personnel of its sub-contractors comply with all terms and conditions of this bid. In the event that SANBI allows a bidder to make use of sub-contractors, such sub-contractors will at all times remain the responsibility of the bidder and SANBI will not under any circumstances be liable for any losses or damages incurred by or caused by such sub-contractors.

15. CONFIDENTIALITY

Except as may be required by operation of law, by a court or by a regulatory authority having appropriate jurisdiction, no information contained in or relating to this bid or a bidder's tender(s) will be disclosed by any bidder or other person not officially involved with SANBI's examination and evaluation of a Tender.

No part of the bid may be distributed, reproduced, stored or transmitted, in any form or by any means, electronic, photocopying, recording or otherwise, in whole or in part except for the purpose of preparing a Tender. This bid and any other documents supplied by SANBI remain proprietary to SANBI and must be promptly returned to SANBI upon request together with all copies, electronic versions, excerpts or summaries thereof or work derived there from.

Throughout this bid process and thereafter, bidder(s) must secure SANBI's written approval prior to the release of any information that pertains to (i) the potential work or activities to which this bid relates; or (ii) the process which follows this bid. Failure to adhere to this requirement may result in disqualification from the bid process and civil action.

16. SANBI PROPRIETARY INFORMATION

Bidder will on their bid cover letter make declaration that they did not have access to any SANBI proprietary information or any other matter that may have unfairly placed that bidder in a preferential position in relation to any of the other bidder(s).

17. AVAILABILITY OF FUNDS

Should funds no longer be available to pay for the execution of the responsibilities of this bid (**XXXX/2023**), the SANBI may terminate the Agreement at its own discretion or temporarily suspend all or part of the services by notice to the successful bidder who shall immediately make arrangements to stop the performance of the services and minimize further expenditure: Provided that the successful bidder shall thereupon be entitled to payment in full for the services delivered, up to the date of cancellation or suspension.

Annexure B: Pricing schedule breakdown

NB: All quantities are measurable, rates should include all labour, sundries, consumables and installation to ensure a complete CCTV installation and remote viewing of all sites. Actual equipment proposed by the tenderer may vary based on manufacturer. It is the responsibility of the tenderer to ensure that a fully functional and complete CCTV system is priced and conforms fully to the specifications included elsewhere in this document. Any equipment required for a complete installation must be clearly listed per respective site. The pricing for installation should include warranties and guaranties as per bill of quantities.

The Service Provider must fill in the proposed fees for each of the nine centres where new installations are required as per Table 1 below.

Table 1: CCTV camera installation at the centres indicated in the table.

CCTV Cameras Installation	Frequency	Price excl. Vat	Vat	Price incl. Vat
Centre 1: FSNBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
FSNBG total		R	R	R
Centre 2: HNBBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
HNBBG total		R	R	R
Centre 3: KDNBBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
KDNBBG total		R	R	R
Centre 4: KNBBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
KNBBG total		R	R	R
Centre 5: KZNBBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R

KZNNBG total		R	R	R
Centre 6: LNBG				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
LNBG total		R	R	R
Centre 7: HPNGB				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
HPNGB total		R	R	R
Centre 8: KZNH				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
KZNH total		R	R	R
Centre 9: MBCC				
Supply, installation, commissioning and remote viewing of the CCTV cameras	Once off	R	R	R
MBCC total		R	R	R
Total cost for all nine centres		R	R	R

Table 2: Remote viewing of the existing cameras at two centres as indicated in the table.

Remote viewing of existing cameras	Frequency	Price excl. Vat	Vat	Price incl. Vat
Centre 11: WSNBG				
Remote viewing of the CCTV cameras	Once off	R	R	R
Centre 12: PNZG				
Remote viewing of the CCTV cameras	Once off	R	R	R
Total cost of remote viewing of the CCTV cameras at the existing two centres		R	R	R

Table 3: Call out fee, labour rate cost per hour, routine maintenance of installed systems

NB: Call out fee, labour rate cost per hour, routine maintenance of installed systems in the separated proposed fees as per table below for each indicated centre.

Centre 1: FSNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R

Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
FSNBG: total cost for 5 years			

Centre 2: HN BG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R

Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
HNBG: total cost for 5 years			

Centre 3: KDNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat

Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
KDNBG: total cost for 5 years			

Centre 4: KNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R

Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
KNBG: total cost for 5 years			

Centre 5: HPNGB			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R

Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
HPNBBG: total cost for 5 years			

Centre 6: KZNNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat

Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
KZNNBG: total cost for 5 years			

Centre 7: LN BG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R

Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
LNBG: total cost for 5 years			

Centre 8: KZNH			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R

Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
KZNH: total cost for 5 years			

Centre 9: MBCC			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat

Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
MBCC: total cost for 5 years			

Centre 10: PNZG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R

Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
PNZG: total cost for 5 years			

Centre 11: PNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R

Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
Year 4:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)			R
Total cost for year 4 excl. VAT			R
Total cost for year 4 incl. VAT			R
Year 5:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 5 excl. VAT		R	
Total cost for year 5 incl. VAT		R	
PNBG: total cost for 5 years			

Centre 12: WSNBG			
Year 1:	Price excl. Vat	Vat	Price incl. Vat

Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 1 excl. VAT			R
Total cost for year 1 incl. VAT			R
Year 2:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour cost rate per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 2 excl. VAT			R
Total cost for year 2 incl. VAT			R
Year 3:	Price excl. Vat	Vat	Price incl. Vat
Call out fee (four times per year)	R	R	R
Labour rate cost per hour	R	R	R
Routine maintenance of the systems (four times per year)	R	R	R
Total cost for year 3 excl. VAT			R
Total cost for year 3 incl. VAT			R
WSNBG: total cost for 3 years			

Total cost for all twelve (12) centres:	R
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NB: The call out fee, labour cost per hour and replacements or additional network switches, poles, conduits and any other related work will be requested as and when required and a quotation will be needed upfront.

Annexure C: Total pricing schedule

Annexure C must include the total costs of the CCTV cameras supply, installation, remote viewing, and routine maintenance for all the centres indicated in the ToR over five (5) years.

	Frequency	Price excl. Vat	Vat	Price incl. Vat
Supply, installation, commissioning and remote viewing of the CCTV cameras (total cost for all nine centres from Table 1)	Once off	R	R	R
Remote viewing of the existing CCTV cameras (total cost for the two centres in Table 2)	Once off	R	R	R
Call out fee, labour costs and routine maintenance for nine installed centres for the 5 years as indicated in Table 3)	5 years	R	R	R
Total:		R	R	R