

SECTION 2.1 SPECIFICATIONS

No	SPECIFICATIONS	Comply YES/NO	Page of Reference
2.1.1	The bidder must be registered as a Security Company as contemplated in terms of Section 21 of the Private Security Industry Regulation Act, 2001 (Act No. 56 of 2001). Please submit a valid PSIRA certificate in this regard, PROOF OF REGISTRATION MUST BE SUBMITTED WITH TENDER APPLICATION. The Municipality may also visit the successful bidder's offices.		
2.1.2	All sites with a status "current" have a control panel, a siren and a detector. For these sites the service provider must install a radio transmitter and all other equipment as the service provider deems necessary to deliver the service, at his own cost. At the end of the contract period, the service provider may remove such equipment that he has installed at his own cost.		
2.1.3	A list must be kept indicating all equipment that has been installed by the service provider and the written approval of the Municipality must be obtained before such equipment is installed. All the equipment that has been installed without the written consent of the Municipality will become the property of the Municipality, free of costs.		
2.1.4	All sites with a status "new" do not have any equipment such as a control panel, a siren and a detector. For these sites the service provider must install all equipment necessary to provide the service and must indicate the total cost (equipment and labour) in the column installation cost. Please note that NO additional amounts will be paid to the service provider for such installations.		
2.1.5	That the list and requirements as entailed in the pricing schedule represents the current status quo and needs of Hessequa Municipality and will be used for the basis of evaluation. Note that this need may differ pending future needs and budget allocation during the contract period and will be communicated to the successful bidder prior implementing thereof. That the pricing in terms of section 2.3 herein will be used as reference.		
Guarantees			
2.1.6	A 3-year guarantee must be given on all new equipment installed by the service provider and if such equipment becomes faulty, the service provider needs to repair or replace such equipment at his/her own cost, except in cases where the Municipality damaged the equipment.		
2.1.7	During this 3-year guarantee period the service provider shall be responsible for the maintenance and repair of the system including the repair of workmanship, defects, free of charge (parts and labour).		
Monitoring			
2.1.8	The service provider must have a 24-Hour monitoring service and the service provider must ensure that alarms are activated outside of office hours. If detected that alarms are not activated at a site, the service provider SHALL contact the responsible person at Hessequa Municipality and inform him or her of such none activation. The Municipality may visit the monitoring offices to ensure compliance to above mentioned.		
Defective equipment and Installation			
2.1.9	The service provider shall correct any system defect within 24 hours of receipt of an instruction from the Municipality, free of any cost except when the equipment is damaged by the Municipality.		

2.1.10	The service provider must be able to provide technical assistance within 48 hours after a problem has been reported, free of any cost for the Municipality.		
2.1.11	The service provider shall complete the programming of the security system free of any cost for the Municipality.		
2.1.12	Cabling installed must be in trunking should it not be installed above the ceiling.		
2.1.13	A sign of the service provider must be installed on all Municipal Buildings where the service is delivered, this will be for the cost of the service provider.		
2.1.14	The service provider must indicate at which sites it can provide armed response.		
2.1.15	The service provider must equip all the sites with the necessary equipment so that the premises will be monitored from date of appointment.		
2.1.16	The service provider must clearly indicate in writing if the current equipment cannot be used and/or if the current equipment is not compatible with their system and the service provider must then indicate what the installation costs will be.		
2.1.17	A decision will be made at the site meetings as to the equipment that must be installed at all the new sites.		
2.1.18	New alarm codes for additional staff members should be programmed within 24hours and free of charge.		
2.1.19	Additional sites will be identified where alarm systems should be installed		
2.1.20	Tenderer will not be responsible for the provision of radio transmitters and alarm control panels for new sites but will be responsible for the repair of it.		
Panic buttons			
2.1.22	The municipality require mobile panic buttons to be carried on employee while on duty at different premises.		
2.1.23	Fixed/mobile panic buttons to be installed at sites identified by Hessequa Municipality, but will be in the following towns, Riversdale, Still Bay, Melkhoutfontein, Jongensfontein, Gouritsmond, Albertinia, Heidelberg, Witsand and Slangrivier or any other premises within the boundaries of Hessequa Municipality should the need arise.		
2.1.24	The service provider must also supply the municipality with the necessary system in order to read the panic buttons (fixed and mobile) at a central control centre and dispatched a response guard to attend to the signal on a 24-hour basis.		
2.1.25	The service provider will also connect 3 officials, identified by the municipality, to the system to receive the said panic signal on their cellular phones		
2.1.26	The service provider will also be responsible for the service and maintenance of the above mentioned		
Personnel			
2.1.27	Guard the municipal building, if and when necessary , in Riversdale, Albertinia, Heidelberg and Still bay or any other premises within the boundaries of Hessequa Municipality should the need arise on a 24-hour basis seven (7) days a week. The Municipality require that the guard need to be graded as a Grade D, and proof of such grading must be attached to the tender document. The guard must have at least 2 Years' experience on this grade, and proof must also be submitted with tender document.		
2.1.28	Attend council meetings, if and when requested. The Municipality require that the guard need to be graded as a Grade C. The guard must have at least 3 Years' experience on this grade. Proof of qualification must be provided if requested.		
2.1.29	Employ at least 60 % of personnel from the Hessequa area		
2.1.30	Have an afterhours response person in Riversdale, Heidelberg, Still bay and Albertinia		

2.1.31	The municipality need the services of a Grade D guard for the December festive season, if and when needed , to ensure safety on our beaches, camps and enforce municipal bylaws if needed. Security officials shall be issued with safety equipment (two-way radio, baton, cuffs and pepper spray)-service provider will be responsible for equipment. The service provider must ensure that a monitoring system is in place to monitor the movement of security guards while on duty/patrols.		
2.1.32	Camps		
	Duties		
a	Control the in and out movement of vehicles		
b	Ensure that people with the necessary entrance pass to enter the premises		
c	Report any incident/irregularities to the municipal official in charge of the camp and his immediate supervisor.		
d	If needed remove anyone who is trespassing		
e	The company need to ensure that the guard can be contacted for the duration that he or she is on duty and that the guard can make contact with his or her immediate supervisor in the case of an emergency or any related matter.		
2.1.33	Swimming pools		
	Duties		
a	Control the in and out movement of vehicles and people		
b	Ensure that people with the necessary entrance pass to enter the premises		
c	Report any incident/irregularities to the municipal official in charge of the swimming pool and his immediate supervisor.		
d	If needed remove anyone who is trespassing		
e	The company need to ensure that the guard can be contacted for the duration that he or she is on duty and that the guard can contact his or her immediate supervisor in the case of an emergency or any related matter.		
f	Ensure that no alcohol is taken into the premises or consumed on the premises		
2.1.34	Beaches		
	Duties		
a	Control the in and out movement of vehicles and people		
b	Must enforce the municipal by laws and related legislation and rules related to Blue Flag		
c	Ensure that all regulations regarding public facilities, swimming pools, and blue flag are adhered to		
d	Inspect all public facilities (toilet facilities) and report if it is not clean or if anything is defective (not working)		
e	Report any incident/irregularities to the municipal official in charge of the beach and his immediate supervisor.		
f	If needed remove anyone who is trespassing		
g	The company need to ensure that the guard can be contacted for the duration that he or she is on duty and that the guard can make contact with his or her immediate supervisor in the case of an emergency or any related matter.		
h	Have a supervisor to inspect personnel with a vehicle of the service provider, which will remain the property of the service provider after expiry of the tender term, if and when needed.		
2.1.35	Uniform		
	The service provider need to ensure that all the personnel (guards) must at all time be neat and dressed in the prescribed issued uniform of the services provider (company). The service provider will be responsible to issue the guards with the prescribed uniform and equipment at their cost.		

The service provider must indicate his reaction time to the various towns and indicate whether the service provider will react or if the service provider will call the local SAPS.

TOWN	REACTION TIME	SERVICE PROVIDER/SAPS
RIVERSDALE		
GOURITSMOND		
ALBERTINIA		
STILL BAY		
MELKHOUTFONTEIN		
HEIDELBERG		
SLANGRIVIER		
WITSAND		

Failure to adhere to the beforementioned may result in your tender being declared non-responsive.

DECLARATION,

I, THE UNDERSIGNED (NAME)
 CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT THE MUNICIPALITY MAY ACT
 AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

AUTHORISED SIGNATURE:

NAME:

CAPACITY:DATE:

Initials of Service Provider's Authority: