

MAGARENG
LOCAL MUNICIPALITY

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**



MAGARENG
LOCAL MUNICIPALITY

Tender Number: Corp 05/2024/25

Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years

TENDER SUBMITTED BY:

Name of Company :
Contact Name :
Contact No :
Address :
.....

Tender Amount (VAT incl.) :
.....

CLOSING DATE: 23 MAY 2025 AT 12:00pm

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

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PART T1: TENDERING PROCEDURES

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PART T1: TENDERING PROCEDURES

PART T1.1: TENDER NOTICE AND INVITATION TO TENDER

Magareng Local Municipality hereby invites tenders in terms of Section 83 of the Municipal Systems Act, Act 32 of 2000 (as amended) and Sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003, from **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years.**

Tender documents are to be completed in black ink and in accordance with the conditions and rules contained in the bid documents and must be placed in a sealed envelope and clearly marked as follows:

DISCIPLINE / PROFESSION	BID NO
Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years.	CORP 05 / 2024 / 25

Bids will be adjudicated according to the Magareng Local Municipality's Supply Chain Management Policy, the Preferential Procurement Policy Framework Act (Act 5 of 2011) and the Preferential Procurement Regulations, 2022.

Tender documents are to be completed in black ink and in accordance with the conditions and rules contained in the bid documents. Tender documents shall be available at Magareng Local Municipality Offices, Magrieta Prinsloo Street, Warrenton, 8530 on the **12 May 2025** until **23 May 2025** upon the payment of a non-refundable document fee of **R 1000.00 for the complete set of tender document** per tender **if you got it from the office** during office hours from 08h00 – 12:00 on weekdays.

The completed Tender documents must be placed in the Tender Box, situated at the main reception area of Magareng Local Municipality, Magrieta Prinsloo Street, Warrenton, 8530, no later than **23 May 2025 at 12:00pm.**

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Telephonic, facsimile, email and/or late bids will not be accepted. Bids must be valid for a period of ninety (90) days after the closing date of the bid.

There will be no briefing session. For SCM related enquiries please contact, Ms Chrystal Kruger, at telephone number 053 497 3111, cckruger29@gmail.com and for technical related enquiries Thapelo Jacobs at 053 497 3111, bishoptp908@gmail.com during office hours from 08h00 to 16h00.

Mr TM Thage

Acting Municipal Manager

PART T1: TENDERING PROCEDURES

PART T1.2: CHECKLIST OF MANDATORY DOCUMENTS

NO	ITEM	CONTRACTOR TICK OFF
1	Invitation to Bid MBD 1	
2	Declaration of Good Standing Regarding Tax MBD 2	
3	Declaration of interest MDB 4	
4	Preference points claim form MDB 6.1	
5	Declaration of Bidder's Past Supply Chain Management Practices MDB 8	
6	Certificate of Independent Bid Determination MBD 9	
7	Tendering Entity Information	
8	Central Supplier Database report (Not older than 3 months from closing date of this tender)	
9	Certified copy of Certificate of Incorporation (if tenderer is a Company), Certified copy of Founding Statement (if tenderer is a Closed Corporation), Certified copy of Partnership Agreement (if tenderer is a Partnership), Certified copy of Identity Document (if tenderer is a One-man concern)	
10	Tax Clearance Certificate or Tax Compliance Status Pin Issued.	
11	Certified copy of Identification Document of Directors and/or Members.	
12	Authority of Signatory	
16	Joint Venture Agreement (if the tenderer is a joint venture)	
17	Latest Municipal account not more than 90 days in arrears	
18	Record of Addenda	

PORTION 1: TENDER

PART T2: RETURNABLE DOCUMENTS AND SCHEDULES

PART T2.1: LIST OF RETURNABLE DOCUMENTS

Documents required for tender evaluation purposes.

The tenderer shall attach to this tender document in the form of a bind document the following documentation in the same order as follows:

- | | |
|---|---------|
| A: Invitation to Bid | MBD 1 |
| B: Declaration of Good Standing Regarding Tax | MBD 2 |
| C: Declaration of interest | MDB4 |
| D: Preference points claim form | MDB 6.1 |
| E: Declaration of Bidder's Past Supply Chain Management Practices | MDB8 |
| F: Certificate of Independent Bid Determination | MBD 9 |
| G: Tendering Entity Information | |
| H: Central Supplier Database report (Not older than 3 months from closing date of this tender) | |
| I: Certified copy of Certificate of Incorporation (if tenderer is a Company), Certified copy of Founding Statement (if tenderer is a Closed Corporation), Certified copy of Partnership | |

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Agreement (if tenderer is a Partnership), Certified copy of Identity Document (if tenderer is a One-man concern)

J: Tax Clearance Certificate or Tax Compliance Status Pin Issued.

K: Certified copy of Identification Document of Directors and/or Members.

L: Authority of Signatory

M: Joint Venture Agreement (if the tenderer is a joint venture)

N: Latest Municipal account not more than 90 days in arrears

O: Record of Addenda

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A: INVITATION TO BID(MBD 1)
P

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (MAGARENG LOCAL MUNICIPALITY)					
BID NUMBER:	CORP 05 / 2024 / 25	CLOSING DATE:	23 May 2025	CLOSING TIME:	12h00
DESCRIPTION	Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE
BID BOX SITUATED AT (STREET ADDRESS

MAGARENG LOCAL MUNICIPALITY					
RECEPTION AREA					
MAGRIETA PRINSLOO STREET					
WARRENTON					
8530					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	

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B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes ☐ 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?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	Supply Chain Management	DEPARTMENT	Corporate Services
CONTACT PERSON	Chrystal Kruger	CONTACT PERSON	Thapelo Jacobs
TELEPHONE NUMBER	053 497 3111	TELEPHONE NUMBER	053 497 3111
E-MAIL ADDRESS	cckruger29@gmail.com	E-MAIL ADDRESS	bishoptp908@gmail.com

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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 ONLINE
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2021, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ 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 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

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SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....

DATE:.....

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B: DECLARATION OF GOOD STANDING REGARDING TAX (MBD 2)

It is a condition of bid, that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Services (SARS) to meet the bidder tax obligations.

1. In order to meet this requirement, bidders are required to complete in full TCC 001 "Application for a Tax Clearance" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders/individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original Tax Clearance Certificate or Tax Compliance Status Pin must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate or Tax Compliance Status Pin will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In bids where Consortia/Joint Ventures/Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
5. Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website, www.sars.gov.za.
6. Applications for the Tax Clearance Certificate may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFillers through the website, www.sars.gov.za.

Name of Tenderer: Date:

Signature:Full Name of Signatory:

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C: DECLARATION OF INTEREST (MBD 4)

1.	No bid will be accepted from persons in the service of the state.	
2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.	
3.	In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.	
3.1	Full Name of bidder or his / her representative:	
3.2	Identity Number:	
3.3	Position occupied in the Company (director, trustee, shareholder ²):	
3.4	Company Registration Number:	
3.5	Tax Reference Number:	
3.6	VAT Registration Number:	
3.7	The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers (where applicable) must be indicated in paragraph 4 below.	
3.8	Are you presently in the service of the state?	YES / NO
3.8.1	If yes, furnish particulars:	
¹ MSCM Regulations: "in the service of the state" means to be – (a) a member of – (i) any municipal council; (ii) any provincial legislature; or (iii) the National Assembly or the National Council of Provinces; (b) a member of the board of directors of any municipal entity;		

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(c) an official or any Municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(e) a member of the accounting authority of any national or provincial entity; or

(f) an employee of Parliament or a provincial legislature.

² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercise control over the company.

3.9	Have you been in the service of the state for the past twelve months?	YES / NO
3.9.1	If yes, furnish particulars:	
3.10	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	YES / NO
3.10.1	If yes, furnish particulars:	
3.11	Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES / NO
3.11.1	If yes, furnish particulars:	
3.12	Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state?	YES / NO
3.12.1	If yes, furnish particulars:	
3.13	Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state?	YES / NO
3.13.1	If yes, furnish particulars:	
3.14	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?	YES / NO
3.14.1	If yes, furnish particulars:	

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4. Full details of directors / trustees / members / shareholders		
Full Name	Identity Number	State Employee Number

.....
Date

..... **Signature**

.....
Name of the bidder

..... **Capacity**

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D: PREFERENCE POINTS CLAIM FORM (MBD 6.1)

MBD 6.1 - PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 (MBD 6.1)

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Specific Goals

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- The 80/20 system for requirements with a Rand value of up to R50000000 (all applicable taxes included); and
- The 90/10 system for requirements with a Rand value above R50000000 (all applicable taxes included).

1.2 The value of this bid is estimated to be below R50 000000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Points for this bid shall be awarded for:

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

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS MUST NOT EXCEED	100

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

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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. 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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

$P_{\min}$ = Comparative price of lowest acceptable bid

4. BID DECLARATION

Bidders who claim points in respect specific goals must complete the following:

5. Price and Specific goals CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS

Specific goals of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 5 .1 must be substantiated by relevant proof by the bidder.)

5.1

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (90/10 system)
Specific Goals/Designation	Points	Points
Fifty one per cent (51%) or more black owned companies	10	5
Fifty one per cent (51%) or more women owned companies	5	3
Locality: Within 250 km from Magareng	5	2

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Local Municipality		
Total points claimed	20	10

6. DECLARATION WITH REGARD TO COMPANY/FIRM

6.1. Name of company/firm
:

6.2. VAT registration number :.....

6.3. Company registration number
:

6.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
☐ One person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited
[TICK APPLICABLE BOX]

6.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....
.....
.....
.....
.....
.....

6.6. COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider

Total number of years the company/firm has been in business?

I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals indicated in paragraph 7 of the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
(ii) The preference points claimed are in accordance with the General Conditions as indicated

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in paragraph 1 of this form.

- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the points for Specific goals has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

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Other service providers, e.g. transporter,
etc. [TICK APPLICABLE BOX]

Total number of years the company/firm has been in business?

WITNESSES:

1.

.....
SIGNATURE(S) OF
BIDDER(S)

2.

DATE:.....

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E: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES (MBD 8)

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐

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4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.5.1	If so, furnish particulars:		

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E: DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES (MBD 8)

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

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F: CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD 9)

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). ² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. takes all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete

MAGARENG
LOCAL MUNICIPALITY

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

F: CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD 9)

I, the undersigned, in submitting the accompanying bid:

TENDER NO: CORP05 / 2024 / 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

(Bid Number and Description)

in response to the invitation for the bid made by:

MAGARENG LOCAL MUNICIPALITY

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;

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5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
- a) has been requested to submit a bid in response to this bid invitation;
 - b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- a) prices;
 - b) geographical area where product or service will be rendered (market allocation)
 - c) methods, factors or formulas used to calculate prices;
 - d) the intention or decision to submit or not to submit, a bid;
 - e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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.
10. 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.

³ 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.

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.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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G: TENDERING ENTITY INFORMATION

Indicate the type of entity tendering with X:

Sole Proprietary	
Close Corporation	
Company	
Joint Venture	

1. Name and Registered Physical address of Tendering Entity:

a) Name of Tendering Entity:

.....

b) Physical Address of Tendering Entity:

.....

.....

.....

.....Postal Code:

c) Postal Address of Tendering Entity:

.....

.....

.....

.....Postal Code:

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2. Particulars of sole proprietors, partners in partnership or Close Corporation or members enterprise of JV:

a) For sole proprietors, partners in partnership or Close Corporation

No	Name and Surname	Identity Number	%Owned	Black or Non-Black
1				
2				
3				
4				

b) For Joint Ventures

No	Name of Member of JV	%Owned	Black or Non-Black
1			
2			
3			
4			

3. Particulars of Tendering Entity (Sole Proprietors or Partners in a Partnership or Close Corporation)

Company Registration Number:

Close Corporation Number:

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Tax Reference Number:

4. Particulars of Tendering Entity (JV)

Member 1:

Company Registration Number:

Close Corporation Number:

Tax Reference Number:

Member 2:

Company Registration Number:

Close Corporation Number:

Tax Reference Number:

Member 3:

Company Registration Number:

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Close Corporation Number:

Tax Reference Number:

Member 4:

Company Registration Number:

Close Corporation Number:

Tax Reference Number:

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ATTACH THE FOLLOWING DOCUMENTS

For Closed Corporations:

- CK1 or CK2 as applicable (Founding Statement)
- Certified ID copies of Members of Tendering Entity

For JV's:

- JV Agreement
- CK1 or CK2 for Closed Corporations

For Companies:

- Certified ID Copies for members of the tendering entity
- All shareholders of the tendering entity

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Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

H: CENTRAL SUPPLIER DATABASE REPORT(NOT OLDER THAN 3 MONTHS FROM CLOSING DATE OF THIS TENDER)

Attach document to this page

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

I: CERTIFIED COPY OF CERTIFICATE OF INCORPORATION (IF TENDERER IS A COMPANY), CERTIFIED COPY OF FOUNDING STATEMENT (IF TENDERER IS A CLOSED CORPORATION), CERTIFIED COPY OF PARTNERSHIP AGREEMENT (IF TENDERER IS A PARTNERSHIP), CERTIFIED COPY OF IDENTITY DOCUMENT (IF TENDERER IS A ONE-MAN CONCERN)

Attach document to this page

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

J: TAX CLEARANCE CERTIFICATE OR TAX COMPLIANCE STATUS PIN ISSUED.

Attach document to this page

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

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K: CERTIFIED COPY OF IDENTIFICATION DOCUMENT OF DIRECTORS AND/OR MEMBERS.

Attach document to this page

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Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

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L: AUTHORITY OF SIGNATORY.

Details of person responsible for tender process:

Name:	
Contact Number:	
Office Address:	

Signatories for Tendering Entity shall confirm their authority to do so by attaching **a duly signed and dated original or certified copy on the Company Letterhead** of the relevant resolution of their members or their board of directors, as the case may be.

CERTIFICATION

I, the undersigned (name)certify that the information furnished on this form is true and correct

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

.....

SIGNATURE

.....

DATE

.....

POSITION

.....

Name of Bidder

FULL NAME OF SIGNATORY:

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

M: JOINT VENTURE AGREEMENT (IF THE TENDERER IS A JOINT VENTURE)

Attach document to this page

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

Name of Tender:Date:.....

Signature:Position:

Full Name of signatory:

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

N: LATEST MUNICIPAL ACCOUNT NOT MORE THAN 90 DAYS IN ARREARS

- a) Tenderers are required to submit a municipal account bearing the Tenderers Entity's name as proof of payment of municipal services which is not older than 3 month and must not be in arrears for more than 3 months at the tender closure date. If the tender amount is above R10m (incl VAT), the municipal account must not be older than 3 months and must not be in arrears for more than 30 days.
- b) In the event of residing at the rural area where services are not rendered a letter from the tribal authority with affidavit must be submitted.
- c) For Joint Ventures(JV), Tenderers are requested to submit Municipal Statements Account for each member of the JV and conditions of Lease agreement are stipulated below (d)
- d) Conditions for Lease agreement;
 - i. In case tenderers lease office space from the landlord via the estate agency, tenderers are requested to submit the said lease agreement together with the Municipal Statement Account bearing the Name of the Lessor.
 - ii. Lessor's Company name and must appear on both the Lease Agreement and the Municipal Statement Account.
 - iii. The Lessee's Entity name must appear on the Lease Agreement
- e) Municipal Information:

Municipality where business is situated:

Registered Municipal Account Number:

Stand/Erf Number:

Name of Street:

Name of the Suburb:

Name of the City/Town:

Postal Code:

Name of Tenderer: Date:

Signature: Full Name of Signatory:

TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

O: RECORD OF ADDENDA

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed	Date
.....	
Name	Position
.....	
Tenderer	
.....	

SPECIFICATIONS

The municipality request service providers to provide the following equipment:

- Supply, deliver, install and maintain Council chamber recording system which allows storage to various devices including USB with 3-year warranty.
- Recording system will be installed at the council chamber and connected to a laptop to store records and connect to virtual meeting.
- Installed system must have good sound quality.
- Chairman controller will be one for Honourable Speaker.
- Attendees or Delegate microphones will be 102 to cover all seats at Council Chamber
- Turnaround time of days' maximum must be clearly indicated on delivery of requested equipment.
- A comprehensive maintenance plan detailing how the bidder will liaise with the municipality's ICT unit on equipment repairs and keeping equipment serviced with clear time frames.
- All ICT goods supplied must be on 3-year warranty period.
- Service providers must deliver on current available products with specification that will be able to accommodate growth of technology within years in use of equipment.
- Skill transfer must be conducted to Municipal ICT Technicians on installed equipment.
- On your proposal detail how Support and Maintenance for period of 36 months will be carried out and detail rates per KM for travelling for onsite implementation with return kilometers not exceeding 500KM per day.
- Service provides must be accredited partners of equipment they supply.
- Service Provider must detail physical address of their functioning office or offices.
- The item price will be for once-off implementation and maintenance over 3 years as per call-out fees.

Central Control System – recording system with warranty for 3 years.

- Supplies power to all system elements - up to 102 Discussion
- Devices per Control Unit
- Intuitive control of microphone operating mode and loudspeaker volume via front panel capacitive buttons Advanced configuration and control via built-in web browser and tablet
- Native support for automatic HD camera control
- Internal recording for up to eight hours
- External recording via USB up to 128 GB (>4,000 hours)
- Built-in Digital Acoustic Feedback Suppression (DAFS) Optimized for courtroom usage with four individual microphone outputs
- Built-in loudspeaker and headphone socket for monitoring the proceedings
- Energy saving mode for cost minimization and prolonged life-time
- For tabletop and rack-mounted usage
- Each case enables transport and storage for Control Unit, six Discussion Devices, cables, and power supply.
- Extension cables, installation cables, rack-mounting brackets, cable clamps, cable locks, handheld microphones

Chairman Controller – Long Microphone

- Enables participants to speak and listen to the proceedings.
- Will be used as chairperson device.
- Enables chairperson to mute microphones of participants.
- Possible-To-Speak indicator.
- Request-To-Speak indicator.
- Cable lock facility

- GSM immune
- Built-in loudspeaker
- Microphone: with mic-active LED indicators, flexible stem (either 38 or 48 cm length)
- Headphone socket with built-in volume control

Attendees or Delegate Microphones – Short Microphone

- Enables participants to speak and listen to the proceedings.
- Will be used as participant device.
- Possible-To-Speak indicator.
- Request-To-Speak indicator.
- Cable lock facility.
- GSM immune.
- Built-in loudspeaker.
- Microphone: with mic-active LED indicators, flexible stem (either 38 or 48 cm length)
- Headphone socket with built-in volume control

Cabling of 30 delegate microphones – Connecting cabling

- Cabling to connect all ~~404~~ 30 Delegate microphone including Chairman microphone and controller to central control system.
- Cabling should be neat and make sure is not exposed to be easily damaged, where trunking is needed should be installed.

1tr USB Memory sticks

- Minimum USB must be USB 3.0, USB 3.1 Gen 1, USB 3.1 Gen 2, USB 3.2 Gen 1 and USB 3.2 Gen 2

Audio Interface 3rd Gen

- Compactable and high-quality audio interface 3rd Gen

Rackmount Mixer

- Front panel:
 - o Mic/Line inputs 1-6 Level controls
 - o Master volume control
 - o Aux 1 + Aux 2 Level controls
 - o L+R output meters
 - o Global Tone controls
 - o Power on/off switch and indicator
- Back panel:
 - o Mains inlet IEC and fuse holder
 - o Aux 1 + Aux 2 RCA line inputs (L+R) o 24Vdc power contacts
 - o Mic/Line & Phantom Power DIP switches o Left + Right XLR balanced outputs
 - o Mic/Line channel 1 - 6 balanced XLR inputs o Mono 6.3mm unbalanced jack output
 - o CH.1 Override level control
 - o RCA Recording outputs (L+R)

12” Powered Speakers

- Output Power: 2000 W peak (1300 LF + 700 HF) 1000 W continuous RMS (650 LF + 350 HF)
- LF Driver: 12-inch (305 mm) LF driver, 3-inch (76 mm) high-temperature voice coil

- HF Driver: 1.4-inch (35 mm) neodymium magnet HF driver with precision wave guide
- Crossover: 2 kHz
- Maximum SPL: 131 dB peak, 128 dB continuous (dB SPL @ 1 m)
- Frequency Response: 53 Hz – 20 kHz (+/- 3 dB)
- Frequency Range: 46 Hz – 22 kHz (-10 dB)
- Horn Coverage: 90° H x 60° V nominal
- Equalization: Contour Switch Low and High Frequency +3dB Boost
- Connectors: (2) XLR/TRS 1/4" (6.35 mm) combo inputs, (1) XLR link output, (1) IEC power cable input
- Controls: (2) Volume, Power on/off switch, Contour switch, Ground-Lift switch
- Indicators: 2 x Power LED (front and rear), Clip limiter LED
- Protection: Electronic clip, Thermal and transducer overdrive protection
- Power Connection: IEC with Mains Fuse
- AC Voltage Input: 100,110-120,220–240 V, 50/60 Hz
- Enclosure: Trapezoidal, injection-molded, polypropylene enclosure, with perforated steel grille

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- Mounting/Installation: 36 mm standard pole mount, Wall or ceiling mount using TSB125 bracket, Flown application with integral M10 suspension points, Wedge monitor
- Dimensions: (H x W x D): 23.8" x 13.9" x 13.8" / 605mm x 354mm x 350mm
- Net Weight: 35.9 lbs. / 16.3 kg.
- Accessories: TSB125 Bracket, TS212 Cover (Onstage wall mount speaker brackets)

Cordless Handheld system

9U Rackmount Cabinet including Rack Tray, Connecting Cabling for Speaker System Clearline Surge Protectors

Installation of microphone, central control system, speaker system or audio solution including fastening and Fittings

- Remove old system at Council Chamber
- Install new equipment with all cables.
- Configure the system and test for quality of output.
- Training of Municipal employees who will be controlling the system (Employees to be identified by the municipality including ICT for technical support (first line support))
- Project to be completed within 14 working days once material has been delivered.

2 x Projectors and Projector Screens

- 5000 ANSI lumens lazer projector, wireless HDMI dongle, ceiling MNT bracket and 16:9 2730 x 1580MM Motorised screen.

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Maintenance of Council Chamber new system (Quarterly visits for period of 3 years)

- Preventative maintenance of all installed equipment as per BOQ
- Quarterly visits throughout the three years contract which means four visits per year and that make twelve visits for three years.
- During maintenance minimum below tasks must implemented:
 - o Clean and tests microphones
 - o Check cabling connections and all microphones are securely mounted on the desks.
 - o Clean and reconfigure the central control unit.
 - o Check recording software if is working correctly and all settings are still the same.
 - o Check speaker connection and settings from mixer, Audio interface and mics.
- Detail contact details for support during the 36 months.
- For emergency call out for three years:
 - o Detail call out costs per day for Technician
 - o Detail rate for KM travelled, the municipality will only cover costs within 500KM return trip and anything above that the service provider will take care of traveling costs.

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TENDER NO: CORP05 / 2024/ 25- **Supply and Installation of Council Chamber Recording System with Maintenance for a period of 3 years**

PART C2.2: BILL OF QUANTITIES

BILL OF QUANTITY:

No.	Item Description	Quantity	
	Council Chamber		
1.	Central Control System	1	
2.	CCSD Extension Unit	1	
3.	Chairman Microphone	1	
4.	Delegate Microphone	30	
5.	5000 ANSI lumens lazer projector and projector screens16:9 2730x1580MM Motorized Screen	2 Projector 3 Screens	
6.	Wireless HDMI Dongle	1	
7.	Ceiling MNT Bracket	3	
9.	1u 12CG Rack mount mixer	1	
10.	12” 2500WATT Powered Speaker	2	
11.	3M SDI – SDI Connecting Cable	2	
12.	FTP Shielded Solid Network Cables – CAT6	50	
13.	1M balance MIC cable black per MT	50	
14.	RJ45 Connector W Protect Boot	24	
15.	3PIN Male XLR-HI-END	6	
16.	3PIN Female XLR-HI-END	6	
17.	1.5M 2x RCA to 2xRCA Cable	1	

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18.	70M HDMI Extender 2.0-4K@60HZ	6	
19.	1X4 HDMI Splitter	1	
20.	5Way Multiplug	3	
21.	10M Power Extension Cable	6	
22.	5M Power Extension Cable	6	
23.	5 Way Multiplug	4	
24.	9U Black Swing Frame Wall Mount Cabinet	1	
25.	2M Extension Cable Assembly	1	
26.	5M Extension Cable Assembly	8	
27.	10M Extension Cable Assembly	2	
28.	20M Extension Cable Assembly	1	
29.	Clearline Surge Protector	3	
30.	Fastening and Fittings	1	
31.	Labour for Installation or Setup or Configuration including Travelling and Accommodation	1	
MUNICIPAL BOARDROOM			
33.	Wireless HDMI Dongle	1	R
35.	1u 12CG Rack mount mixer	1	R
72.	Maintenance of Council Chamber (Council Chamber and Municipal Boardroom) equipment	3 years	R