

T1.2 TENDER DATA

TENDER DATA

Clause	
1	The Employer is: Thembisile Hani Local Municipality Stand No.24, Opposite Police Station Kwaggafontein C Mpumalanga 0458
2	The tender document's contents is as follows: Part T1: Tendering procedures: T1.1 Tender notice and invitation to tender T1.2 Tender Data Part T2: Returnable documents T2.1 Returnable Schedules required for Tender Evaluation The Contract Part C1: Agreements and contract data C1.1 Form of Offer and Acceptance C1.2 Contract Data C1.3 Form of Guarantee Part C2: Pricing data C2.1 Pricing instructions C2.2 Bills of quantities Part C3: Scope of work C3.1 Description of Works Part C4: Annexures C4 1 : Supply Chain Management Policy
3	Interpretation The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these tender conditions.

4	Communication. The Employer's Representative is; <table><tr><td> <u>Accounting Officer:</u> Mr. D.J.D Mahlangu Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9100 </td><td> <u>Procurement Enquiries:</u> Mr. I Lekawa Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9240 </td><td> <u>Technical Enquiries:</u> Mr. T.E Baloyi Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9106 </td></tr></table>	<u>Accounting Officer:</u> Mr. D.J.D Mahlangu Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9100	<u>Procurement Enquiries:</u> Mr. I Lekawa Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9240	<u>Technical Enquiries:</u> Mr. T.E Baloyi Private Bag X4041 Kwaggafontein C Mpumalanga 0458 Tel : 013 986 9106
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	Attention is drawn to the fact that verbal communication given by the Employer's representative prior to the close of tenders will not be regarded as binding on the employer. Only information issued formally by the employer in writing to the tenders, under the signature of the Accounting Officer or his nominee will be regarded as amending the tender documents. Tender offer communicated on paper shall be submitted as an original. In the event that no correspondence or communication is received from the THLM within ninety (90) days after the stipulated closing date and time of the tender, the tender proposal will be deemed to be unsuccessful.			
5	The Employer's right to accept or reject any tender offer The employer has the right not to accept the lowest tender and to accept the whole or part of any tender or not to consider any tender not suitably endorsed is fully reserved by the Thembisile Hani Local Municipality.			
6	Cost of Tendering The employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the cost of any testing necessary to demonstrate that aspects of the offer satisfy requirements.			
7	Check documents The Tenderer should check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission. Thembisile Hani Local Municipality reserves the right to request the bidder to submit original documents (as detailed in the proposed key personnel of the tender document and but not limited to, company CK document, qualifications of key personnel, as well as the BBB-EE certificate) for review and certification by its Commissioner of Oath.			
8	Confidentiality and Copyright of Documents. Confidentiality and Copyright of Documents. Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation In submitting any information or documentation requested in this tender or any other information that may be requested pursuant to this Tender, you are consenting to the processing by THLM or its stakeholders of your personal information and all other personal information contained therein, as contemplated in the Protection of Personal Information Act, No.4 of 2013 and Regulations promulgated thereunder ("POPI Act"). Further, you declare that you have obtained all consents required by the POPI Act or any other law applicable. Thus, you hereby indemnify THLM against any civil or criminal action, administrative fine or other penalty or loss that may arise as a result of the processing of any personal information			

	that you submit.
9	Submitting tender offer:
	No Tender document will be considered unless submitted on Council's Official Tender Document Return all the returnable documents to the employer after completing them. Tenders must be deposited in the tender box clearly marked with project description. Location of tender Box: Thembisile Hani Local Municipality Building, municipal entrance. Physical Address: Thembisile Hani Local Municipality, Stand No.24 Kwaggafontein C, Mpumalanga, 0458. Telephonic, telegraphic, telex, facsimile or emailed tenders will not be considered All tender received by the Thembisile Hani Local Municipality will remain in the Municipality's possession until after the stipulated closing date and time. Accept that a tender submitted to the employer cannot be withdrawn or substituted. No substitute tenders will be considered
10	Closing Time:
	The time and location for opening of the Tender offers are: Closing Time: 12h00pm Closing Date: 28 September 2026 Location: Thembisile Hani Local Municipality Stand No.24 Kwaggafontein C Mpumalanga 0458. Tenders will be opened in public at the same time.
	After the opening of the tender proposals, no information relating to the clarification, determination of responsiveness, evaluation and comparison of tender proposals and recommendations concerning the award of the tender shall be disclosed to any other tenderer or persons not concerned with such process until the award of the Tender has been announced by the THLM.
11	Pricing the tender State the rates and prices in Rands
12	Declaration Certificate for Local Production and Content for Designated Sectors Local Content is NOT APPLICABLE on this project.
13	Tender Offer Validity The Tender offer validity period is 120 days from the closing date.
14	Tender clarification after submission A tender may be regarded as non-responsive if the tenderer fails to provide clarification requested by the employer within the time for submission stated in the employer's written request.

15	Tender evaluation points The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 point system shall be applicable.								
	Preference points for this bid shall be awarded for: (a) Price; and (b) Specific Goals								
18	The maximum points for this bid are allocated as follows: <table border="1" style="margin-left: 40px;"> <tr> <td></td><td style="text-align: center;">POINTS</td></tr> <tr> <td>PRICE</td><td style="text-align: center;">90</td></tr> <tr> <td>Specific Goals</td><td style="text-align: center;">10</td></tr> <tr> <td>Total points for Price and Specific Goals must not exceed</td><td style="text-align: center;">100</td></tr> </table> .		POINTS	PRICE	90	Specific Goals	10	Total points for Price and Specific Goals must not exceed	100
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PRICE	90								
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	Evaluation of Tenders The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be terms of the Supply Chain Management Policy of the THLM. The following steps will be followed in evaluation; 1. Determination of whether or not tender offers are complete. 2. Determination of whether or not tender offers are responsive. 3. Determination of the reasonableness of tender offers. 4. Confirmation of the eligibility of preferential points claimed by tenderers. 5. Determination of expertise and experience of tenderers. 6. Awarding of points for financial offer. 7. Ranking of tenderers according to the total points 8. Performance of risk analysis by checking the credit record of the tenderers								
19	Technical adjudication and General Criteria ▪ Tenders will be adjudicated in terms of inter alia: ▪ Compliance with Tender conditions ▪ Technical specifications If the Tenderer does not comply with the Tender Conditions, the Tenderer may be rejected. If								

	technical specifications are not met, the Tender may also be rejected. With regard to the above, certain actions or errors are unacceptable and warrants REJECTION OF THE TENDER, for example ▪ A valid Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS has been submitted. ▪ Pages to be completed, removed from the Tender document, and have therefore not been submitted. ▪ If tender document is not fully completed as required and as stipulated in the tender data. ▪ If any tender document is tampered with or it is unbundled or unbundled. ▪ Scratching out without initialling next to the amended rates or information. ▪ Writing over / painting out rates / the use of correction fluid without initialising or the use of any erasable ink, e.g. pencil. ▪ The Tender has not been properly signed by a party having the authority to do so, according to the Form D – “Authority for Signatory” ▪ A Resolution by a Board of Directors of the Company authorizing the Tenderer to sign the Tender document on behalf of the Company. No authority for signatory submitted. ▪ Particulars required in respect of the Tender have not been provided – non-compliance of Tender requirements and/or specifications. ▪ The Tenderer’s attempts to influence or has in fact influenced the evaluation and/or awarding of the contract. ▪ The Tender has been submitted after the relevant closing date and time ▪ Failure to complete and sign Form C1.1 Form of Offer and Acceptance ▪ If any municipal rates and taxes or municipal service charges owed by that Tenderer or any of its directors to the municipality, or to any other municipality or municipal entity, are in arrears for more than three months. ▪ If any Tenderer who during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that Tenderer that performance was unsatisfactory.
20	Size of enterprise and current workload Evaluation of the Tenderer’s position in terms of: 1. Previous and expected current annual turnover 2. Current contractual obligations 3. Capacity to execute the contract
21	Previous experience The procedure for the evaluation of responsive Bids will be on the completed projects where the firm was involved. Reference of clients MUST be provided. The tenderer shall list in the appropriate Forms the appropriate related projects undertaken by the member firms of the tenderer within the last three (3) years. Evaluation of the Tenderer’s position in terms of his previous experience. Emphasis will be placed on the following: ▪ Experience in the relevant technical field ▪ Experience of contracts of similar size

	The tenderer shall provide documentation of company experience of each member of the Consortium/Joint Venture related projects.
22	Financial ability to execute the contract: Evaluation of the Tenderer's financial ability to execute the contract. Emphasis will be placed on the following: ▪ Contact the Tender's bank manager to assess the Tenderer's financial ability to execute the contract and the Tenderer hereby grants his consent for this purpose.
23	Good standing with SA Revenue Services ▪ Determine whether a valid Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS has been submitted.
	If the Tender does not meet the requirements contained in the THLM Procurement Policy, and the mentioned framework, it will be rejected by the Council, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation.
24	Penalties The Thembisile Hani Local Municipality will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Municipal Manager, one or more of the following penalties will be imposed: ▪ Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer. ▪ Impose a financial penalty at the discretion of Council ▪ Restrict the contractor, its shareholders and directors on obtaining any business from the Thembisile Hani Local Municipality for a period of 5 years.
25	Evaluation Method 4 Which entails the balance between financial offer, preferences and Quality and 90-10 points system, will be adopted.
26	The additional conditions of Bid Document 1. Thembisile Hani Local Municipality may also request that the Tenderer provide written evidence that his financial, labour and resources are adequate for carrying out the project. 2. The Thembisile Hani Local Municipality reserves the right to appoint a firm of chartered accountants and auditors and / or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations.

FORM A: EVALUATION SCHEDULE: TENDER COMPLIANCE

TENDER COMPLIANCE STAGE

It must be noted that a total of **80 points** must be obtained by the Contracting Firm in relation to the requirements as mentioned on the table below failure which a tender shall be automatically eliminated from any further evaluation.

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Completing tender document (Note 01)	Must initial every page in the tender document, signing the tender document in full	Yes	5	
Company registration (Note 02)	A Proof of Company Registration with Companies Intellectual Property Commission (CIPC) and proof of shareholding and valid proof address.	Yes	5	
Delegation of Authority (Note 03)	Delegation of Authority for Signatory signed by Senior Directors and/or Shareholders nominating representative on the project	Yes	5	
Tax Verification Pin (Note 04)	Copy of Tax Registration and Compliance with South African Revenue Service (SARS) and a pin	Yes	5	
Letter of Good Standing (Note 05)	A Proof of valid good standing letter with Department of Labour must be attached (COIDA).	Yes	5	
Municipal Account (Note 06)	A statement of municipal account statement not in arrears for a period of 90 days must be attached.	Yes	5	
CSD Report (Note 07)	A copy of the CSD summary report of the company which is not older than one (01) month must be attached.	Yes	5	
Bank Confirmation (note 8)	Roof of Bank Confirmation letter must be attached	Yes	5	
Directors registration with PSIRA (note 9)	Director's Proof of registration with Private Security Regulatory Authority (PSIRA) for Grade A for Directors of the company must be attached	Yes	5	
Company's/Firms Letter of Good Standing with and the Act PSIRA (Note 10)	Company's Proof or letter of Good Standing with Private Security Regulatory Authority (PSIRA) together with the PSIRA Act must be attached	Yes	5	
Proof of Public Liability Insurance (Note 11)	Proof that the company has a valid Public Liability Insurance cover of R15 Million or more must be attached	Yes	5	

Proof of Registration with National Bargaining Council for Private Security Sector (NBCPSS) (Note 12)	Proof of registration with National Bargaining Council for Private Security Sector (NBCPSS)	Yes	5	
Directors Clearance Certificates by South African Police Services(SAPS) (Note 13)	The proof of all Director/s clearance certificates by SAPS must be attached	Yes	5	
Compliance certificate with ISO 9001:2015 Quality Management System (Note 14)	Proof of compliance certificate with ISO 9001:2015 which set out the criteria for quality management system in the company must be attached	Yes	5	
Latest Confirmation Letter from Provident Fund (not more than two months old) Note 15	Registration with Private Security Sector Provident fund	Yes	5	
Compulsory attendance at tender briefing (Note 16)	Attendance of the Tender briefing is Compulsory; all service providers will be expected to sign the attendance register as a proof of attendance.	Yes	5	
Maximum 80 points				

Note 01: Completing tender document

As stipulated in the tender rules or in addition thereto, a tender document shall be completed in full with all the provided spaces signed, every page initialled accordingly and required documentation attached. Failure to complete the Tender Document which shall warrant an automatic elimination of tender from any further evaluation.

Note 02: Company registration

A proof of company registration in the form of a copy from Companies and Intellectual Property Commission (CIPC) shall be attached including a copy of a certificate for proof of shareholding. Failure to attach the CIPC certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 03: Delegation of Authority

In case of a Company, a delegation of Authority signed by the Consulting Firm's Board of Directors nominating a Team Leader as a delegated and authorized Signatory must be attached. In case of a Closed Corporation, a delegation of Authority signed by the Contracting Firm's majority Shareholders nominating a Team Leader as a delegated and authorized Signatory must be attached. Failure to attach the certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 04: Tax Verification Pin

A copy of tax registration and compliance (**Tax Pin**) with relevant tax legislation in the form of a valid verification pin certificate shall be attached. Failure to attach the Tax Pin certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 05: Letter of Good Standing (COIDA)

Proof of a valid Letter of Good Standing with COIDA issued by the Department of Labour must be attached. The attached letter must be valid at the time of closing of tenders. Failure to attach the **COIDA** certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 06: Municipal Account

Attach an original or a copy of a municipal utility account (not older than three (3) months) and the account **must not be** in arrears for more 90 days of any of the registered Director(s) **AND** Company. Attach a copy lease agreement along with the utility account of the Landlord, whereby the company is leasing the property for its operation. Failure, which shall warrant an automatic elimination of tender from any further evaluation.

Note 07: CSD Report

Attach a copy of CSD summary report of the company which is not older than one (01) month must be attached reflecting that the bidder is tax compliant. Failure to attach the central supplier database report shall warrant an automatic elimination of tender from any further evaluation.

Note 08. Bank Confirmation Letter

Attach proof in the form bank stamped letter from the bank or e-stamped not older than three (3) months confirming the bank account and details. Failure to attach the bank confirmation letter shall warrant an automatic elimination of tender from any further evaluation

Note 09: Directors (Private Security Industry Regulation Authority) - (PSIRA) Registration

A certified copy of Director/s registration with PSIRA must be attached and must be valid at the time of closing of tenders. Failure to attach the proof of registration shall warrant an automatic elimination of tender from any further evaluation.

Note 10: Company's Letter of Good Standing with (Private Security Industry Regulation Authority (PSIRA)

The company's proof or letter of good standing with Private Security Regulatory Authority together with PSIRA Act 56 of 2001 must be attached. Failure to attach the proof of registration document shall warrant an automatic elimination of tender from any further evaluation.

Note 11: Public Liability Insurance Cover

The bidder should have public insurance liability cover for an amount of 15 Million rands or more. Failure to attach confirmation of public liability cover shall warrant an automatic elimination of tender from any further evaluation.

Note 12: Registration with National Bargaining Council for Private Security Sector (NBCPSS).

The company's proof of registration with the National Bargaining Council for Private Security Sector. Failure to attach the proof with the bargaining council shall warrant an automatic elimination of tender from any further evaluation.

Note 13: Director/s Clearance Certificates with South African Police Services (SAPS)

The Director/s proof clearance certificate with South African Police Services (SAPS) must be attached. Failure to attach the proof clearance certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 14: Compliance with Quality Management System Standards (ISO 9001:2015)

An ISO 9001: 2015 Certificate which confirms that the company complies with the requirements for a quality management system (QMS) and which confirms that the company has an ability consistently provide good quality services that meet clients and regulatory requirements must be attached. Failure to attach the quality management system certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 15: Compliance of Registration with Private Security Sector Provident Fund.

A copy of certificate to confirm that the bidder/company is in good standing and has registered with Private Security Sector Provident Fund must be attached. Failure to attach proof of registration with private security sector provident fund shall warrant an automatic elimination of tender from any further evaluation.

Note 16: Compulsory attendance at tender briefing

Attendance of the Tender briefing is Compulsory; all service providers will be expected to sign the attendance register as a proof of attendance. Failure to attend the site briefing session shall warrant automatic elimination of tender from any further evaluation.

4.4 SECOND STAGE OF EVALUATION: FUNCTIONALITY

Summary of Functionality	
Staffing and Resources	70
Experience of Firm	30
Total	100

A firm must obtain a minimum of 75 points out of the 100 points above to be considered for price and specific goals.

Item	Weight	Description	Score	Point Allocation
Service Provider Control room Operating 24 Hours and PSIRA compliant NB: PSIRA Compliant Certificate for control room must be attached. Physical Verification will still be conducted by THLM to confirm existence of Control Room.	5	Fully 24 Hour Functional Control Room is available with PSIRA Compliant Certificate (Infrastructure)	5	
		Fully 24 Hour Functional Control Room is available without PSIRA Compliant Certificate	0	
Certificate of South African Intruder Detection Services Association Compliance Certificate The Service Provider must be able to Install and operate CCTV cameras, alarms or any intruders detection devices at THLM	5	Certificate available for recognised Intruder detection services association available	5	
		No Certificate of Intruder Detection Services available	2	
Control Systems (Smart PTT Two-Way Radio) Operating on the Own	5	Proof of Own ICASA License Frequency attached to operate Smart PTT Radios (The one	5	

**APPOINTMENT OF SERVICE PROVIDERS FOR PROVISION OF
SECURITY SERVICES TO THEMBISILE HANI LOCAL
MUNICIPALITY FOR A PERIOD OF 36 MONTHS**

Independent Communication Authority of South Africa (ICASA) Licensed Frequency or Rented Licensed Frequency; for the use of smart PTT two-way radio.		which insert SIM Cards) Proof of Rented License Frequency attached to operate Smart PTT Radios (The one which insert SIM Cards)	3	
Bank Rating Financially ability to execute the project (Attach Rating not older than three months from the recognised Financial Institution)	5	Rating • A-B	05	
		• C-D	04	
		• E	02	
		• F-H	01	
Qualification and Experience of Project Manager: Please attach CV and certified certificates of proof of security related qualifications and with not less than five years' experience in the Security Industry. (Note 16)	5	• Degree/Diploma (NQF level 6 or above) in Security Management and 5 years security experience or more	5	
		Certificate/equivalent in Security Management related field (NQF Level 5) with 5 years or more of Security experience	3	
Standard Vehicles Attach Proof of Ownership of Operating Vehicles (Note 18)	5	Attach Proof of Ownership/Rental of 7 Vehicles and more	5 Own	
			2.5 Rented	
		Attach Proof of Ownership/Rental of 4 - 6 Vehicles	3 Own	
			1.5 Rented	
		Attach Proof of Ownership/Rental of 1-3 Vehicles	1 own	
			0.5 Rented	
Lethal Firearms Attach Proof of Ownership of Operating Firearms (Note 19)	5	Attach Proof of Ownership for 15 Firearms and more	5	
		Attach Proof of Ownership for 10-14 Firearms	3	
		Attach Proof of Ownership for 1-9 Firearms	2	
Non-Lethal/Less Lethal Fire Arms for Riots (Shotgun/Riot Guns) Attach Proof of Ownership of Operating less lethal or non-lethal Firearms (Note 19)	5	Attach Proof of Ownership for 10 Non/Less Lethal Firearms and more	5	
		Attach Proof of Ownership for 5-9 Non/Less Lethal Firearms	3	
		Attach Proof of Ownership for 1-4 Non/Less Lethal Firearms	1	
Security Officers/ Guards 15 CV's of each Security Officers.	10	Attach 15 CVs with Grade C PSIRA Membership.	10	
Specialised Security Officers/guards for Task Force/Riots/Tactical Response 10 CV's of Security Officers. All Riots security guards should have the certificate of	10	Attach 10 CVs with Grade C PSIRA Membership.	10	
		Any None Compliance to Riots Uniform and Security Guard Requirement	0	

"Crowd Control" and it should be attached on the CV. (Note 16)				
3 Years Audited Annual Financial Statement (Note 17)	10	Copies of three year audited financial statements with and must be attached with a proof of audit report.	10	
Total:	70		70	

COMPANY EXPERIENCE

Item	Weight	Description	Score	Point Allocation
Physical Security Contracts running or completed in the previous years in Public or Private Sector.	30	Contracts in private or public sector (11 Contracts or more).	30	
Previous experience of the company (Attach appointment letters or reference letters with the letterhead of the company which reflect Contract/Bid number and the value of the contract).		Contracts in private or public sector (6- 10 Contracts or more).	20	
		Contracts in private or public sector (1-5 Contracts or more).	10	
Total Points			30	

Note 16: Submission of Qualifications

All copies of qualifications on the CV's must be certified.

Note 17: Audited Financial Statements

Copies of 3 Years Audited Financial Statements together with an Auditors report must be attached. Failure to attach Financial Statements and Auditors report shall warrant zero point will be scored.

Note 18: Operating Vehicles

It must be noted that a total point of 05 are obtainable by the Firm in relation to the requirements as mentioned on the table above. Failure to submit evidential supporting documents (ownership or Lease/ Rental agreement) zero points will be scored.

Note 19: Firearms (Lethal and None Lethal)

It must be noted that proof of ownership of lethal and none lethal firearms must be attached. Failure to submit evidential supporting documents (ownership) zero points will be scored.

TOTAL SCORE: _____/100