



TENDER ADVERT
TENDER NO. 27/2025

**INVITATION FOR SERVICE PROVIDERS TO FORM A PANEL FOR THE PROVISION OF SECURITY SERVICES FOR
uMGUNGUNDLOVU DISTRICT MUNICIPALITY**

The uMgungundlovu District Municipality seeks to establish a new Panel of Professional service providers for the provision of security services for a period of three (3) years.

Tender documents can be downloaded from the municipal website at www.umdmd.gov.za/www.etenders.gov.za; or alternatively can be collected from offices of the Cashier at the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg. If tenders are collected, a non-refundable tender deposit of R150.00 is payable to the uMgungundlovu District Municipality.

Any queries can be directed via email scm@umdmd.gov.za. A Compulsory Briefing Session will be held as follows:

VENUE:	2nd Floor, uMgungundlovu District Municipality, Technical Services Car Park, 176 Langalibalele Street, Pietermaritzburg.
DATE:	7 NOVEMBER 2025
ATTENDANCE REGISTRATION:	10H00 - 11H45
BRIEFING:	12H00 - 13H30

Non-attendance at the Compulsory Briefing Session will render any submission invalid. Attendees are advised to bring their own compact chairs as no seating will be provided at the briefing venue.

Tender submissions must be properly bound and must be placed in the tender box situated on the ground floor of the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg, before **12H00 on 27 NOVEMBER 2025**, in a sealed envelope which is clearly marked with the Tender Number and Tender Description. Late Tenders received by way of Facsimile or E-Mail will under no circumstances be considered.

All eligibility criteria must be furnished accordingly, where, mandatory or applicable. Tenderers will thereafter be evaluated in terms of functionality. Tenderers that qualified in terms of the functionality criteria will then be evaluated in terms of the 80/20 preference point system as prescribed in terms of the Preferential Procurement Regulations 2022.

- The tenderer must submit a certified copy of their valid ICASA licence.
- The tenderer must submit a certified copy of their valid PSIRA Letter of Good Standing.
- The tenderer must submit proof of PSIRA grade A certified of the tendering entity's owner/board of directors. The owner/board of directors and employees must be PSIRA registered.
- The tenderer must submit a certified copy of the control room certificate, which is situated within the KZN area, but the satellite must be in the uMgungundlovu District area, meets the PSIRA requirements and is fully operational. The Control room certificate must include the control room address that belongs to the tendering company.
- The tenderer must submit a certified certificate from a valid Firearm Registration Institution, in terms of Firearms Control Act.
- The tenderer must submit Certified Copies of valid Firearm Licenses, registered under the tendering company name. This must be submitted for a minimum of at least 10 Rifles, 5 shotguns and 10 pistols.
- The tenderer must submit proof of a Valid Public Liability Insurance Policy to the value of at least R5 Million providing cover against all claims (including claims related to the use or misuse of firearms), against the Council, Contractor, or its employees.
- The tenderer submits a Valid Police Clearance.
- The tenderer submits a certified copy of a valid ISO 9001 certificate or confirmation to have applied for it under the tendering company name.
- Bidders must include logbooks for each vehicle as required under the tendering company name for a minimum of:
 - ✚ 3 x (4x4) vehicles
 - ✚ 10 x other vehicles
- Tenderers shall submit certified copies of all Dog Licences and Permits issued by PAPA Act No.4 of 2016.
- Tenderers are required to submit a certificate or letter of compliance issued by the Private Security Sector Provident Fund (PSSPF).
- The tenderer must submit a minimum of one (1) recent reference (in a form of written proof/(s) on organization's letterhead including relevant contact person, nature of service and contact details of similar work undertaken/completed together with respective letter of appointment from an Organ Of State, awarded within the past 5 years, with a minimum project value of R 15,000,000.00 per reference letter and appointment letter.

Service Providers will be evaluated in terms of functionality as part of the minimum requirements before evaluated on price as follows:

EVALUATION CRITERIA	Weight
1. EXPERIENCE OF TENDERER	40
2. COMPANY RESOURCES	40
3. FINANCIAL RESOURCES	20
TOTAL	100

NOTE:

- A bidder/s that scores less than 70 points out of 100 in respect of functionality will be regarded as submitting a non-responsive bid and will be disqualified.
- It is compulsory to submit evidence to support Evaluation Criteria 1 & 2 & 3

The 80/20 preference point system in terms of the municipality's SCM Policy will be applicable as follows:

		POINTS
PRICE		80
SPECIFIC GOALS (20 Points)		
Race (Points are not cumulative)	Sub-points	10
- $\geq 50\%$ Black Owned (HDP)	10	
- $< 50\%$ Black Owned (HDP)	5	
Locality (Points are not cumulative)	Sub-points	10
- Office based in uMgungundlovu District	10	
- Office based in KwaZulu-Natal (outside uMDM)	5	
- Office based outside of KwaZulu-Natal	3	
Total points for Price and Specific Goals		100

All service providers intending to submit a tender are required to be registered on the Central Supplier Database.

Tenderers shall take note of the following Tender Conditions:

- uMgungundlovu District Municipality's procurement policy will apply,
- uMgungundlovu District Municipality does not bind itself to accept the lowest tender or any other tender and reserves the right to accept the whole or part of the tender,
- Tenders submitted are to be valid for a period of 90 days from the closing date for submissions of tenders.



Dr. EX Muthwa
Municipal Manager
uMgungundlovu District Municipality

