

SASSA: 81-23-CS-FS

INVITATION TO BID

THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FROM POTENTIAL SERVICE PROVIDERS TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS (CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM AT SASSA REGIONAL, DISTRICT AND LOCAL OFFICES IN THE FREE STATE REGION.

PROPOSALS MUST BE DEPOSITED IN THE BID HELD BOX SITUATED AT:

: SASSA House Iustitia Building (Ground Floor),
Cnr St Andrews and Aliwal Street,
Bloemfontein
9300

Date of publication : 20 November 2023
CLOSING DATE : 11 December 2023
TIME : 11:00

COMPULSORY BRIEFING SESSION

SITE	BRIEFING DATE	BRIEFING TIME	LOCATION
FREE STATE REGIONAL OFFICE	27/11/2023	10:00am	Iustitia Building, Cnr St Andrews And Aliwal Street Bloemfontein
LEJWELEPUTSWA DISTRICT OFFICE (WELKOM)	28/11/2023	09:00am	Cnr Koppie Allen & Jan Hofmayer street, Welkom
FEZILE DABI DISTRICT OFFICE (SASOLBURG)	28/11/2023	14:00pm	10 NJ Van Der Merwe, Crescent, Sasolburg

TECHNICAL ENQUIRIES CAN BE DIRECTED TO:

CONTACT : Mr Pule Sunday – 051 410 8322
Email: PuleSun@sassa.gov.za

SUPPLY CHAIN MANANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

CONTACT : Ms Bomikazi Tambodala – 051 410 8417
Email: BomikaziT@sassa.gov.za

WHERE DOCUMENTS BID CAN BE OBTAINED:

<https://etenders.treasury.gov.za>
<https://etenders.treasury.gov.za/>
<http://www.sassa.gov.za>

Stamp Out Social Grants Fraud and Corruption
Call 0800 60 10 11/ 0800 701 701

South African Social Security Agency
Limpopo Region

43 Landros Mare Street • Polokwane 0699
Private Bag X9677 • Polokwane 0700
Tel: +27 15 291 7400 • Fax: +27 15 291 7996
www.sassa.gov.za



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN SOCIAL SECURITY AGENCY					
BID NUMBER:	SASSA: 81-23-CS-FS	CLOSING DATE:	11 DECEMBER 2023	CLOSING TIME:	11:00
DESCRIPTION	THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FROM POTENTIAL SERVICE PROVIDERS TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS (CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM AT SASSA REGIONAL, DISTRICT AND LOCAL OFFICES IN THE FREE STATE REGION				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
SASSA HOUSE FREE STATE REGIONAL OFFICE, IUSTITIA BUILDING, GROUND FLOOR, CNR ST ANDREWS AND ALIWAL STREET, BLOEMFONTEIN					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MS BOMIKAZI TAMBODALA		CONTACT PERSON	MR PULE SUNDAY	
TELEPHONE NUMBER	051 410 8417		TELEPHONE NUMBER	051 410 8322	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	BomikaziT@sassa.gov.za		E-MAIL ADDRESS	PuleSun@sassa.gov.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 PART B:3]
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?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
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 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)

D. : :

.....

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: **SASSA: 81-23-CS-FS**
 Closing Time **11:00** Closing date: **11 DECEMBER 2023**

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (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

STANDARD BIDDING DOCUMENT (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1** 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.
- 1.2** 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.

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.

STANDARD BIDDING DOCUMENT (SBD) 4

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**

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;

STANDARD BIDDING DOCUMENT (SBD) 4

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.

3.5 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.

3.6 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.

3.7 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

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.

STANDARD BIDDING DOCUMENT (SBD) 4

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

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:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = 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:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (Non-Compliant)	0	

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

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:

.....

.....

.....

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;
2. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
<u>Electrical and Telecom Cable</u>	90 %
<u> </u>	_____ %
<u> </u>	_____ %

3. Does any portion of the goods or services offered have any imported content?
(Tick applicable box)

YES		NO	
-----	--	----	--

- 3..1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.SASSA: 81-23-CS-FS.....

ISSUED BY: (Procurement Authority / Name of Institution):

.....**SASSA**.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.isp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	90%
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Local Content Declaration - Summary Schedule

Note: VAT to be excluded from all calculations

	Pula	EU	GBP
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			
46			
47			
48			
49			
50			
51			
52			
53			
54			
55			
56			
57			
58			
59			
60			
61			
62			
63			
64			
65			
66			
67			
68			
69			
70			
71			
72			
73			
74			
75			
76			
77			
78			
79			
80			
81			
82			
83			
84			
85			
86			
87			
88			
89			
90			
91			
92			
93			
94			
95			
96			
97			
98			
99			
100			

		Calculation of local content							Tender summary			
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total Imported content	
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)	
Signature of tenderer from Annex B		(C20) Total tender value							R 0			
		(C21) Total Exempt imported content								R 0		
		(C22) Total Tender value net of exempt imported content								R 0		
		(C23) Total Imported content									R 0	
		(C24) Total local content									R 0	
		(C25) Average local content % of tender									R 0	

Date:

Signature of tenderer from Annex B

Date: _____

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1) Tender No. _____
 (D2) Tender description: _____
 (D3) Designated Products: _____
 (D4) Tender Authority: _____
 (D5) Tendering Entity name: _____
 (D6) Tender Exchange Rate: _____ Pula _____

Note: VAT to be excluded from all calculations

EU R 9.00

GBP R 12.00

A. Exempted imported content

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)

(D19) Total exempt imported value R 0

This total must correspond with Annex C - C 21

B. Imported directly by the Tenderer

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)

(D32) Total Imported value by tenderer R 0

C. Imported by a 3rd party and supplied to the Tenderer

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)

(D45) Total imported value by 3rd party R 0

D. Other foreign currency payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Calculation of foreign currency payments	
			Foreign currency value paid	Tender Rate of Exchange
(D46)	(D47)	(D48)	(D49)	(D50)

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

Signature of tenderer from Annex B

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above

Date: _____

This total must correspond with Annex C - C 23

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

Note: VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			R 0

(E10) Manpower costs (Tenderer's manpower cost) R 0

(E11) Factory overheads (Rental, depreciation & amortisation, utility costs, consumables etc.) R 0

(E12) Administration overheads and mark-up (Marketing, insurance, financing, interest etc.) R 0

(E13) Total local content R 0

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date: _____

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

CONTRACT FORM - RENDERING OF SERVICES**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.
- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance**
- 7.1 Within thirty (30) days of receipt of the notification of contract award,

security

the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections,
tests and
analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the

cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties,

- provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
- (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser

may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily

available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the

envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

- 25. Force Majeure**
- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
- 26. Termination for insolvency**
- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
- 27. Settlement of Disputes**
- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.
- 28. Limitation of liability**
- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language** 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
- 32. Taxes and duties** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation Programme (NIP)** 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34. Prohibition of Restrictive practices** 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)



TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS (CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA REGIONAL, DISTRICT AND LOCAL OFFICES IN THE FREE STATE REGION.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDAALSRUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

1. PURPOSE

In an endeavour to protect the assets of SASSA by ensuring a safe and secured working environment, the Security Management unit as mandated by the Agency, hereby invites bids from prospective service provider/s to supply, install and commission the electronic security systems (CCTV) cameras and biometric access control Systems at identified SASSA FREE STATE Offices.

2. BACKGROUND

2.1 SASSA was established in terms of the South African Social Security Agency Act, 2004 (Act No. 9 of 2004) to administer social security grants in terms of the Social Assistance Act, 2004 (Act No. 13 of 2004) and is listed as a schedule 3A Public Entity in terms of the Public Finance Management Act (9 of 1999), is an extension of government's delivery arm that administers the delivery of grants to the eligible beneficiaries in the Republic of South Africa. Through SASSA the government ensures improvement of the social security services delivery system.

2.2 SASSA Free State identified offices for electronic security systems are as follows:

- 2.2.1 Free State Regional Office (Bloemfontein)
- 2.2.2 Lejweleputswa District Office (Welkom)
- 2.2.3 Fezile Dabi District Office (Sasolburg)
- 2.2.4 Frankfort Local Office
- 2.2.5 Xhariep District Office (Smithfield)
- 2.2.6 Senekal Local Office
- 2.2.7 Bothaville Local Office
- 2.2.8 Odendaalsrus Local Office
- 2.2.9 Vrede Local Office
- 2.2.10 Zastron Local Office



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

NB: Suppliers should quote separately for each site and are encouraged to quote for all offices with a minimum of at least 03 sites quoted for.

- 2.3 The Control of Access to Public Premises and Vehicles Act 53 of 1985 as amended, Criminal Procedure Act 51 of 1977, Minimum Information Security Standard (MISS), Minimum Physical Security Standard (MPSS), SASSA Security Policy and other legislations that regulate security within Organs of State (OS), defines the implementation of security measures as the most crucial in creation of a sustainable risk free business environment, protection of assets and facilities and people therein. The Installation of electronic security systems (CCTV) cameras and biometric access control system is one of the significant measures to be implemented in achieving the protection of assets (personnel, property, visitors, beneficiaries and information).
- 2.4 The Security Management Unit as mandated by the Agency is responsible for the protection of assets (personnel, property, visitors, beneficiaries and information) and is providing security services throughout the Agency, hence requiring the services of a service provider with a reputable track record to install the electronic security systems at identified offices.
- 2.5 The Agency Security Management Unit planned to install, commission electronic security systems (CCTV) cameras and biometric access control system at Regional, District and Local Offices to conduct positive identifications at entrance and exit points and ensure that persons or objects gaining access to the building are safe, has a bona fide reason to enter, are entitled and authorised to enter the building.



*[paying the right social grant, to the right person,
at the right time and place. NJALO!]*

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

3. SCOPE OF WORK

3.1 The successful bidder will be required to supply, install, and commission electronic security systems (CCTV) cameras and biometric access control system at identified **SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO** as per Bid specification (**Appendix A** and **Appendix B**).

3.2 CONTROL ROOM

The Agency SASSA existing control room where the required security systems must be monitored from, will be installed and commissioned in line with the bid specification (**APPENDIX A**).

3.3 Training

Submissions must include a summary of training offered and the cost. Specify a technical and operational training per day rate/per individual if necessary.

Training should address:

- Overall design of system;
 - System performance;
 - System administration;
 - Operation and contingency management;
 - Restoration and service level support requirement.
 - Operational training
-
- All training materials shall be provided to the trainees at the end of the training and to SASSA in an electronic form.
 - A fully documented training plan must be provided.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

3.4 Installation

All installation costs must be included this may include installation of cables, cable trays, cable spicing, switches, cabinets, etc.

3.5 Commissioning

Commissioning documentation will be a requirement and must be provided to SASSA (Technical and end user-operations). This documentation shall include technical specifications and installations sign-off, functionality tests and sign-off and operational end-user sign-off.

3.6 Project Implementation and Management

3.7 Detailed project implementation plan

3.8 It is a requirement that the successful bidder supply the agency SASSA with detailed technical design/drawings of the systems that will result in a fully functional and operational solution.

3.9 The successful bidder shall appoint a project manager representative of the bidder. This Project Manager will form part of the technical sub-project and must be available during technical meetings.

3.10 Maintenance and Support

3.10.1 Future system upgrades within the first calendar year will not be at a cost to SASSA and this need is to be provided by the supplier.

3.10.2 Warranty period for all hardware and software must be specified and a warranty of 2 year will be a minimum requirement.

3.10.3 The successful bidder shall, during the period of guarantee, repair the equipment to the satisfaction of the Agency, within 48 hours after the notification of the fault.

3.10.4 A procedure for upgradeability for future installations; software or hardware is also required, i.e. allowing SASSA access to the technical information to keep the system upgraded and on the latest versions of software if applicable.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRUSS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

4. SPECIAL CONDITIONS

4.1 Security Screening

- 4.1.1 SASSA reserves the right to conduct security background checks in respect of the successful bidder and all its directors or members of the company or of the close corporate by the Domestic Branch of State Security Agency (as determined in section 2A of the National Strategic Intelligence Act). Appointment of the successful bidder will be subject to positive background checks.
- 4.1.2 SASSA reserves the right to conduct site inspections to bidder's references and offices.

4.2 Liability

- 4.2.1 The service provider indemnifies SASSA from any claim from a third party and all costs or legal expenses with regard to such a claim for loss or damage resulting from the death, injury or ailment of any person, or the damage of property of the service provider or any other person that may result from, or be related to the execution of this contract.
- 4.2.2 The service provider will be held responsible for any damage or theft by his employees or due to their negligence whether in the normal execution of their duties or otherwise and a claim for indemnification can accordingly be imposed by SASSA against the service provider.
- 4.2.3 In the case of damages to property resulting from providing the service, the service provider undertakes to rectify/repair the damage immediately after notification by the Security Management in the Agency.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

If the service provider fails to act after notification, SASSA will rectify the damages at will and costs will be recovered from the service provider.

- 4.2.4 The Agency reserves the right to claim for damages against the service provider arising out of negligence and/or poor performance by the service provider.
- 4.2.5 The Agency will not accept any responsibility for accounts/expenses incurred by the service provider that was not agreed upon by the contracting parties.
- 4.2.6 The successful bidder will be required to provide service in a courteous and professional manner.
- 4.2.7 The successful bidder must ensure that all staff working under this contract are in good health and pose no risk to any SASSA employees.
- 4.2.8 The successful bidder will comply with SASSA security emergency policies, procedures and regulations.

4.3 BILL OF MATERIAL OR PRICING MODEL

- 4.3.1 Bidders must provide a detailed cost breakdown by pricing all items for the delivery of a total solution as per the bid specification attached as (Appendix A and B). All prices should indicate unit prices of the items, vat and the total costs.
- 4.3.2 All hardware, software and licenses, installation, training, maintenance and support etc. must be specified, broken down into individual elements on a Bill of Materials (BOM) and the pricing of each in South African rand.
- 4.3.3 Supplier must provide the product specifications of the hardware and software of the items priced in the bill of material.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

4.4 Termination and Withdrawal

- 4.4.1 The contract will be terminated immediately should the successful bidder no longer qualify as service provider in terms of the PSIRA Act, 2001 (Act 56 of 2001) or CIPC.
- 4.4.2 SASSA reserves the right to cancel the contract forthwith and to terminate the services of the successful bidder without prior notice, if the successful bidder becomes unable for any reason whatsoever to implement any terms of the contract due to causes within his/her control or delay without proper cause, proof of which shall rest on the successful bidder. In such an event, the successful bidder shall, when called to do so, hand over to the Agency all documents which are related to the contract.
- 4.4.3 Should SASSA property or any part(s) of SASSA property be damaged or destroyed, SASSA will, in its discretion determine which part(s) of the property will no longer be bound by the stipulations of this agreement and no claim for indemnification in favour of one party against the other shall result from there.
- 4.4.4 In respect of the remaining part(s) of the premises, which will still be used, the stipulations of this agreement will remain in force, but the contract amount will be reduced with a relevant sum as mutually agreed to, as of the date of such change. If the damaged property is repaired, SASSA can request the service provider to complete the installations.
- 4.4.5 The service provider must deliver the electronic security systems (CCTV) cameras, access control biometric systems within the 45 calendar days upon receipt of the purchase order.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

5. MONITORING AND EVALUATION

Monitoring and evaluation of this service will be undertaken by Security Project Manager and Service Provider Project Manager on a daily basis (during the installation process).

6. SECURITY CCTV INSTALLATIONS CONTRACT ARRANGEMENTS

The Regional Office Security Management Unit will be responsible for management and coordination of the entire project. Regional Security Management Unit shall appoint one person to assume the responsibility of the Project Manager.

7. QUALIFYING CRITERIA

Administration Compliance
1. A Compulsory Briefing Session will take place only on three offices namely: (SASSA Free State Regional Office (Bloemfontein), Lejweleputswa DO (Welkom), Fezile Dabi DO (Sasolburg).
2. Proof of registration with CIPC and CSD.
3. A certified copy of the company registration certification with Private Security Industry Regulatory Authority (PSIRA)
4. A certified copy of the company's directors registration with PSIRA
5. A certified copy of the identity documents of all the Directors / members



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRUSS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

6. A valid certified copy of letter of good standing (COIDA)
7. Public Liability Insurance Min R1 000 000.
8. A valid original tax clearance certificate/ (Compliance status pin)
9. SBD forms fully completed and signed by the bidder

8. EVALUATION CRITERIA

The bid proposals shall be evaluated in accordance with the 80/20 preference point system as prescribed in the Preferential Procurement Regulation of 2022. The evaluation process will comprise of the following evaluation phases:

- Phase one – Mandatory requirements
- Phase two – Local Production Content
- Phase three – Administrative Compliance
- Phase four – Technical Evaluation (Functionality criteria)
- Phase five – Price and preference points

8.1 PHASE ONE : MANDATORY REQUIREMENTS

8.1.1 Proposals must be submitted in line with the detailed specifications/Terms of Reference. Failure to bid accordingly will disqualify the bid.

8.1.1 Bidder(s) must provide/attach award letters/contracts/purchase orders/reference letters as proof of experience as per **Annexure C**.

8.1.2 Any bidder(s) who misrepresents itself in the bidding documents shall be disqualified and blacklisted in terms of relevant/applicable National Treasury Practice Note(s).

8.1.3 As proof of compliance the bidder(s) must submit:

- Certified copy of company registration with PSIRA for the bidder
- Company directors' certified copy of PSIRA registration certificate;
- PSIRA letter of good standing not older than 3 months;
- Valid Certified copy of COIDA certificate or letter of good standing



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

- Valid Certified copy of COIDA certificate or letter of good standing from the bidder.
- Public Liability insurance with R 1 000 000 cover or a letter from the insurer indicating intention to take up the cover from the bidder.
- Proof of company accreditation to install CCTV Cameras and biometric systems.

8.1.4 Suppliers must include price schedule per site.

NB: Failure to submit the above qualifying documents will lead to the disqualification of the bid.

8.2 PHASE TWO – LOCAL PRODUCTION AND CONTENT

- The stipulated minimum threshold percentage for local content for local production and content for electrical and telecoms cables is 90%.

Cable Production	Stipulated minimum threshold local content
Telecom Cables	90%

- Only locally produced or locally manufactured cables with a stipulated minimum threshold of 90% local production and content will be considered.
- Bidders to complete the Declaration Certificate for Local Content (SBD 6.2) and Annex C, D and E (Local Content Declaration: Summary Schedule) as part of this bid.

NB. All bidders who fail to submit Declaration Certificate for Local Content (SBD 6.2) may lead to the disqualification of the bid.

8.3 PHASE THREE : ADMINISTRATIVE COMPLIANCE

- 8.3.1 During this phase, bids will be reviewed to determine compliance with all standard-bidding documents and a duly authorized representative must sign such documents
- 8.3.2 There will be compulsory briefing session held on only three offices mainly (**SASSA Free State Regional Office (Bloemfontein), Lejweleputswa DO (Welkom), Fezile Dabi DO (Sasolburg)**), in relation to this specific tender.
- 8.3.3 Bidders are required to direct their enquiries to the contact person. (Project Manager and SCM.



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

Administrative Compliance

- Proof of registration with National Treasury Central Supplier Database in respect of both the main bidder
 - Potential bidder must be active;
 - Potential bidder must not be restricted;
 - Bank verification status must be active;
 - Potential bidder's Tax Status must be compliant;
 - Potential bidder must not be a State employee;
 - Potential bidder must not be a tender defaulter;
- Fully completed and signed SBD Forms by the bidder(s).
- Directors' certified copies of identity documents.
- Bidders to supply B-BBEE certificate or sworn affidavits
- Bidders must submit their quotations on the company letterhead, dated and signed.

8.4 PHASE FOUR – TECHNICAL EVALUATION (FUNCTIONALITY CRITERIA)

- 8.4.1 At this phase, the evaluation process will be based on the bidder's responses in respect of the bid proposal (evaluated on the minimum functional terms of reference).
- 8.4.2 Bid proposals will be evaluated on a scale of 0-5 in accordance with the criteria below. The rating will be as follows; 0=Non Submission; 1=poor; 2= Average; 3= Good; 4= Very Good and 5= Excellent.

PHASE FOUR – TECHNICAL EVALUATION (FUNCTIONALITY CRITERIA)

1. Experience in the Installation of electronic Security Systems (CCTV cameras):

The service provider must submit contactable reference letters/ purchase orders/ award letters/ contracts as proof of experience in successful installation of security systems (CCTV) and biometric access control system.



*[paying the right social grant, to the right person,
at the right time and place. NJALO!]*

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

1. **TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.**

(a) Experience: Values of the projects (CCTV) cameras and biometrics access control systems not older than five (5) years

Values of Contracts	Score	20
Non submission	0	
R1 – R 500 000	1	
R 500 001 – R 1000 000	2	
R 1 000 001 – R 1 500 000	3	
R 1 500 001 – R 2 000 000	4	
R 2 000 001 and above	5	

NB: The contract values of the previous and current contract/s will be calculated pro rata from the start date of the contract/s within the previous five years up to the period of the closing date of this bid.

2. Reference:

Service providers must submit contactable reference letters/ purchase orders/ award letters / contracts. List of contracts with estimated value and duration of the CCTV camera installations and biometrics access control systems (start and end date of the installation).

(b) Experience: Number of CCTV camera installation projects in the industry not older than five (5) years

Number of Contracts (Projects)	Score	20
Non submission	0	
1, CCTV cameras	1	
2, CCTV cameras	2	
3, CCTV cameras	3	
4, CCTV cameras	4	
5, and more CCTV cameras	5	

(c) Experience: Number of biometric access control Installed in the industry not older than five (5) years

Number of Contracts	Score	10
Non submission	0	
1, Biometrics access control Installation	1	
2, Biometrics access control installation	2	
3, Biometrics access control	3	



*[paying the right social grant, to the right person,
at the right time and place. NJALO!]*

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

installation		
4, Biometrics access control installation	4	
5, Biometrics access control installation	5	

Bidder(s) should provide/attach a table outlining current and previous clients in government, State-Owned Entities and Private Entities reflecting names and contact details of client(s), the types of services rendered, start and end dates and the values of the contracts

Bidder(s) should provide or attach award letters/contracts/purchase orders/ reference letters in respect of each of the contracts reflected in table (a) above. Such award letters from the clients must reflect names and contact details of client(s); the types of services rendered, start, end dates and values of the contracts as signed by the client.

3. Project Implementation Plan:

20

The Project Implementation Plan must include, but not limited to the following:

- Activities during Pre-Project Implementation Phase
- Activities during Project Implementation Phase
- Activities during Project Close-Up Phase
- Maintenance of equipment and ensuring adequate supply of all material during the initial twelve (12) months warranty.
- Monitoring and handing over of the project at completion

4. Contingency Plan:

10

During project execution (e.g. measures to be implemented to avoid project failure due to unavailability of security systems in the area, absenteeism of company staff etc.)

5. RESOURCES

Technician/Project Manager must have practical experience in installation of security systems (CCTV cameras and biometric security systems). Technician certificate for	01 year-less = 01 score 1-2 years = 02 score 2- 3 years = 03 score 3-4 = 04 score 5 and above = 05 score	10
---	--	----



[paying the right social grant, to the right person,
at the right time and place. NJALO!]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRUUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

CCTV cameras installation and CV's must be attached as proof with contactable references.		
6. Training Plan: <ul style="list-style-type: none"> The successful bidder must demonstrate how he/she will provide a thorough training and support to the users in all offices to be installed CCTV cameras and biometric access control systems upon completion of the installation. 		10

NB: Bidders must obtain a minimum of 70 points on technical evaluation (Functionality Criteria) to qualify for further evaluation on Price and Preference.

8.5 PHASE FIVE – PRICE AND PREFERENCE

Preference points claimed by bidders will be calculated and added to the points scored for price.

In terms of regulation 5 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be adjudicated by the state on 80/20 preference point for Broad Based Black Economic Empowerment in terms of which points are awarded to the bidders on the basis of:

- The bidder price (maximum 80 points)
- Broad Based Black Economic Empowerment as well as specific goals (Maximum of 20 points)

The following formula will be used to calculate the points for the price in respect of bidders with Rand value up to R 50 000 000:

80/20

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration



[paying the right social grant, to the right person,
at the right time and place. NJALO!]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRUSS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable bid

Calculating of points for B-BBEE status level of contribution

Points will be awarded to a bidder for attaining the B-BBEE status level contribution in accordance with the table below:

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (Non-Compliant)	0	



[paying the right social grant, to the right person,
at the right time and place. NJALO!]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

16 | Page

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRSUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.
- **NB: Failure to submit Original and valid B-BBEE Status level Verification Certificates or certified Copies thereof/Sworn Affidavit signed by the Commissioner of Oaths will be interpreted to mean that preference points for BBEE status level of contribution are not claimed.**
- **Proof of medical report from Registered Medical Practitioner confirming disability status when claiming points based on disability.**

9. BID AWARD AND CONTRACT

- (a) The contract will be concluded between SASSA and the successful bidder(s).
- (b) The contract period is from the date of signing the contract.
- (c) SASSA reserves the right to award the bid to one or more bidder(s) in the region.

10. ANTI BRIBERY AND CORRUPTION CLAUSES

- a) The bidder represents that it is familiar with (i) the South African Prevention and Combatting of Corrupt Activities Act, Act 12 of 2004, and (ii) other public and commercial anti-bribery laws which may apply ("**Anti-Bribery Laws**").
- b) The bidder represents that this tender process will be done in compliance with the Anti-Bribery Laws.
- c) The bidder warrants that it and its affiliates have not made, offered, or authorized and will not make, offer or authorize with respect to the matters which are the subject of this tender, any payment, gift, promise or other advantage, whether directly or through any other person or entity, to or for the use or benefit of any officer or employee of SASSA or any public official (i.e., any person holding a legislative, administrative or judicial enterprise) office, including any person employed by or acting on behalf of a public agency, or a public or any political party or political party official or candidate for office, where such payment, gift, promise or advantage would violate the applicable Anti-Bribery Laws.
- d) The bidder shall not make any payment (facilitation payment) to any employee of SASSA to solicit a pre-determined outcome on a procurement matter or to speed up an administration process in the realization of a pre-determined outcome.
- e) The bidder represents that, to the best of its knowledge and belief, and save as disclosed to SASSA, neither it nor any of its personnel have been investigated (or is being investigated or is subject to a pending or threatened investigation) or is involved in an investigation (as a witness or suspect) in relation to any breach of the Anti-Bribery Laws by any law enforcement, regulatory or other government agency or any customer or supplier; or has admitted to; or been found by a court in any jurisdiction to have engaged in, any breach of the Anti-Bribery Laws, or been debarred from bidding



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

1. TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION ELECTRONIC SECURITY SYSTEMS(CCTV) CAMERAS AND BIOMETRIC ACCESS CONTROL SYSTEM (REM'S OFFICE) AT SASSA FREE STATE REGIONAL OFFICE (BLOEMFONTEIN), BOTHAVILLE LO, ODENDALSRUUS LO, LEJWELEPUTSWA DO (WELKOM), FEZILE DABI DO (SASOLBURG), FRANKFORT LO, SENEKAL LO, XHARIEP DO (SMITHFIELD), VREDE LO AND ZASTRON LO.

for any contract or business; or are public officials or persons who might otherwise reasonably be considered likely to assert a corrupt or illegal influence on behalf of the company. The bidder agrees that if, at any time, it becomes aware that any of the representations set out in this clause are no longer correct, it will notify SASSA of this immediately in writing.

- f) Any breach of or failure to comply with the provisions of this clause shall be deemed material and shall entitle SASSA to disqualify the bidder.

11. AUTHORISED CONTACT PERSONS

The Security Management Unit Free State Region will be responsible for the overseeing of security project, Address where bids should be submitted:

Free State Region

Iustitia Building, Cnr. ST Andrews & Aliwal Street
Bloemfontein
9301

For the purposes of all enquiries related to this tender, bidders must direct their enquiries to the contact person(s) mentioned below:

a) Technical enquiries

Name Region	of	Contact Number	Contact Person	Email Address
Free State		051 410 8322	Mr. Pule Sunday	PuleSun@sassa.gov.za

b) Supply Chain Management

Name Region	of	Contact Number	Contact Person	Email Address
Free State		051 410 8417	Ms.B Tambodala	BomikaziT@sassa.gov.za



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

South African Social Security Agency
Free State Region
Corner Aliwal & St Andrew street, Bloemfontein, 9301
Tel: +27 51 410 8322
www.sassa.gov.za

APPENDIX (A) No (01) FREE STATE REGIONAL OFFICE (BLOEMFONTEIN) – PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras covering whole office and biometric access control system (Regional Executive Manager office – six floor only)	Corner Aliwal & St Andrews Street, Bloemfontein.	5502,30 M ²

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
	GROUND FLOOR OUTSIDE THE BUILDING				
1	4MP Outdoor PTZ Camera - IR 150m -25x Z	02	Supply and install		
2	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens – Up to 80 metre IR	03	Supply and install		
	GROUND FLOOR OPEN SPACE FIRST ENTRANCE FOR OFFICIALS				
3	VARIFOCAL IP PoE DOME CAMERA - 2.8-12mm lense 04 MEGAPIXEL, 30m distance	01	Supply and install		
	GROUND FLOOR MAIN RECEPTION & LIFT OPEN AREA				
4	FISH EYE 360 DEGREES CAMERAS(SECURITY GROUND MAIN ENTRANCE) *minimum 04 MEGAPIXEL, IR 15m	02	Supply and install		
5	VARIFOCAL IP PoE DOME CAMERA - 2.8-12mm lense 04 MEGAPIXEL, 30m distance.	01	Supply and install		

1
M.C.P.

	GROUND FLOOR LEFT SIDE MAIN ENTRANCE FOR GRANTS APPLICATIONS				
6	FISH EYE 360 DEGREES CAMERAS(SECURITY GROUND MAIN ENTRANCE) - mInimum 04 MEGAPIXEL, IR 15m	02	Supply and install		
7	VARIFOCAI IP PoE DOME CAMERA - 2.8-12mm lense 04 MEGAPIXEL 30m distance. (To cover entrance 01& 02 open plan)	01	Supply and Install		
	GROUND FLOOR RIGHT SIDE GRANTS OPEN PLAN				
8	FISH EYE 360 DEGREES CAMERAS(SECURITY GROUND MAIN ENTRANCE) - mInimum 04 MEGAPIXEL, IR 15m	02	Supply and install		
9	VARIFOCAI IP PoE DOME CAMERA - 2.8-12mm lense 04 MEGAPIXEL 30m distance BASEMENT BACK AREA TOWARDS EMERGENCY EXIT	01	Supply and Install		
10	VARIFOCAI IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL 30m distance. P1 VEHICLE PARKING AREA	01	Supply and install		
11	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens. Up to 80 metre IR	01	Supply and install		
12	VARIFOCAI IP PoE DOME CAMERA- *2.8-12mm lense 04 MEGAPIXEL 30m	06	Supply and install		
13	FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA)- *mInimum 04 MEGAPIXEL, IR 15m (To cover steep main entrance01, 03 left, 03 right side area vehicle parking and 01 lift area reception) P2 VEHICLE PARKING AREA	01	Supply and install		

M.D.
2017

14	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL 30m <i>(To cover 03 left, 02 right side parking & 01 lift area reception).</i>	06	Supply and install		
	FIRST FLOOR HCM AREA				
15	FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA) - *minimum 04 MEGAPIXEL, IR 15m	03	Supply and install		
16	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL 30m <i>(To cover 01 dome lift, 01 fish eye Labour relation, 01 fish eye registry, 01 fish eye passage HCM, 01 middle passage.)</i>	02	Supply and install		
	SECOND FLOOR GRANTS AREA				
17	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL 30m	01	Supply and install		
18	FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA) *minimum 04 MEGAPIXEL, IR 15m <i>(To cover 01 dome lift area, 01 Fish eye left and 01 Fish eye right area)</i>	02	Supply and install		
	THIRD FLOOR ICT / GRANTS AREA				
19	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL 30m	04	Supply and install		
20	FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA) *minimum 04 MEGAPIXEL, IR 15m <i>(To cover 01 dome lift, 01 Dome EOH store room, 01 Dome emergency exit, 01 Dome Server, 02 fish eye for left and right side)</i>	02	Supply and install		

W.D. 11/03

	FORTH FLOOR FACILITY / SCM OFFICE							
21		VARIFOCAL IP PoE DOME CAMERA - * 2.8-12mm lense 04 MEGAPIXEL 30m	02		Supply and install			
22		FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA) - *minimum 04 MEGAPIXEL, IR 15m (To cover 01 dome lift, 01 dome passage, 02 fish eye SCM, 01 fish eye for Facility Management)	03		Supply and install			
		FIFTH FLOOR FINANCE OFFICE						
23		VARIFOCAL IP PoE DOME CAMERA - * 2.8-12mm lense 04 MEGAPIXEL 30m	02		Supply and install			
24		FISH EYE 360 DEGREES CAMERAS(P1 LIFT AREA) *minimum 04 MEGAPIXEL, IR 15m (To cover 01 Dome lift, 01 dome passage, 02 Fish eye left and right side)	02		Supply and install			
		REGIONAL EXECUTIVE MANAGER SIXTH FLOOR						
25		FISH EYE 360 DEGREES CAMERAS - *minimum 4 MEGAPIXEL	02		Supply and install			
26		VARIFOCAL IP PoE DOME CAMERA - * 2.8-12mm lense, 30m distance. (To cover 01 dome lift, 01 dome passage, 02 Fish eyes left and right side)	02		Supply and install			
		CONTROL ROOM / SECURITY MANAGER						
27		CCTV WORKSTATION- *01 x 40" HD LED Monitor	02		Supply and install			
28		Digital Surveillance , 20 TB HARD DRIVE with Harddisk capable of storing footage for a minimum 30 days	01		Supply and install			
29		5kw UPS Inverter with battery as power backup	01		Supply and install			
30		64 Channel NVR	01		Supply and install			
31		Cat 06 Network cable – to cover the whole installation	01		Supply and install			
32		DATA CABINET AND FAN	01		Supply and install			

33	6U WALL MOUNT CABINET	01	Supply and install	
34	VARIFOCAI IP PoE DOME CAMERA -*2.8-12mm lense, 30m distance (inside control room).	01	Supply and install	
	GENERAL CONDITIONS			
35	ONSITE TRAINING OF OFFICIALS X 4 OFFICIALS	01		
36	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install	
	58 Cameras in total for installation, 31 Dome cameras, 21 Fisheye 360 cameras, 04 Fixed bullet cameras and 02 PTZ cameras.			
37	Sundries	01	Supply and install	
38	TOTAL BID PRICE (EXCL VAT)			
39	VAT (@15%)			
40	TOTAL BID PRICE (INCL VAT)			

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all floors and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

2. Re: SPECIFICATION FOR INSTALLATION OF BIOMETRIC / INTERCOMM SYSTEM AT IUSTITIA BUILDING, REGIONAL OFFICE. (OFFICE OF THE REGIONAL EXECUTIVE MANAGER – SIXTH FLOOR)

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
01	VT Camera at the entrance with IR.	01	Supply and install		
02	Built-in Mic and Loudspeaker	01	Supply and install		

03	Biometric - Fingerprint and facial recognition access terminal	01	Supply and install	
04	No touch exit	01	Supply and install	
05	Monitor 10 inch size to be installed at PA of the REM office	01	Supply and install	
06	Button installed in Coordinators office (REM) to open the door, flashing green.	01	Supply and install	
07	Magnetic door lock and elock bracket	01	Supply and install	
08	Button sign / sensor reflecting green when pressed from the intercom (REM office).	01	Supply and install	
09	3.2A Battery backup,	01	Supply and install	
10	Battery 12V 7AH Sealed LEAD	01	Supply and install	
11	TOTAL BID PRICE (EXCL VAT)			
12	VAT (@15%)			
13	TOTAL BID PRICE (INCL VAT)			

The quotation should include cabling and labour.

The system should come with 2 year warranty and should be stipulated in the quote.

All the installation / work to be done should be guaranteed for at least 24 months.



PULE SUNDAY

MANAGER: SECURITY ADMINISTRATION

DATE: 14/11/2023

M.D.

APPENDIX (A) No (02) LEJWELEPUTSWA DISTRICT OFFICE (WELKOM) PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras	Corner Koppie Allen and Jan Hofmeyer street, Welkom	1168 M ²

a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
	FIRST FLOOR FLOOR - DISTRICT MANAGER'S FIRST FLOOR STAIRS & PASSAGE				
1	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance.	03	Supply and install		
2	FISH EYE 360 DEGREES CAMERAS(SECURITY GROUND MAIN ENTRANCE) -*minimum 04 MEGAPIXEL, IR 15m	02	Supply and install		
	FIRST FLOOR UPPER FLOOR GRANTS				
	AREA				
3	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE (To cover the stairs & passage)	03	Supply and install		
	GROUND FLOOR OPEN PLAN GRANTS				
	AREA				
4	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	03	Supply and install		
	GROUND FLOOR DISABILITY GRANTS				
	AREA				

1
M.D.M

5	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	02	Supply and install		
	GROUND FLOOR SCM AREA & PASSAGE TO BACK ENTRANCE				
6	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	03	Supply and install		
	OUTSIDE PASSAGE TOWARDS MAIN ENTRANCE				
7	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE.	02	Supply and install		
	OUTSIDE SECURITY GUARD HOUSE				
8	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover main gate, vehicle drive way and left side of the fence)</i>	03	Supply and install		
	PARKING				
	BACK SIDE AREA STAFF VEHICLE				
9	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	03	Supply and install		
	BACK SIDE AREA TOWARDS THE BACK ENTRANCE AND OFFICIAL VEHICLE AREA				
10	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover back main gate 01, SASSA vehicle parking 03 & outside fence 01)</i>	05	Supply and install		
	BACK SIDE AREA OF THE BUILDING COVERING AROUND THE FENCE AREA				

M.G. 2

11	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	01	Supply and install		
	CONTROL ROOM / OFFICE MANAGER				
12	CCTV WORKSTATION -*01 x 40" HD LED Monitor	01	Supply and install		
13	Digital Surveillance , 05 TB HARD DRIVE with Harddisk capable of storing footage for a minimum 30 days	01	Supply and install		
14	3kw Inverter with battery as power backup	01	Supply and install		
15	32 Channel NVR	01	Supply and install		
16	Cat 06 Network cable – to cover the whole installation	01	Supply and install		
17	DATA CABINET AND FAN	01	Supply and install		
18	6U WALL MOUNT CABINET	01	Supply and install		
	GENERAL CONDITIONS				
19	ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01	Supply and install		
20	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install		
	30 Cameras in total for installation, 16 Dome cameras, 02 Fisheye 360 cameras, 12 Fixed bullet cameras.				
21	Sundries	01	Supply and install		
22	TOTAL BID PRICE (EXCL VAT)				
23	VAT (@15%)				
24	TOTAL BID PRICE (INCL VAT)				

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all floors and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

M. Q. T³

APPENDIX (A) No (03) FEZILE DABI DISTRICT OFFICE (SASOLBURG) PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras	NJ Van Der Merwe Crescent, Sasolburg	831,6 M ²

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
	FIRST FLOOR FLOOR - DISTRICT MANAGER'S FIRST FLOOR STAIRS & PASSAGE				
1	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance.	03	Supply and install		
2	FISH EYE 360 DEGREES CAMERAS(SECURITY GROUND MAIN ENTRANCE) - *mlnimum 04 MEGAPIXEL, IR 15m	02	Supply and install		
	FIRST FLOOR UPPER FLOOR GRANTS AREA				
3	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE <i>(To cover the stairs & passage)</i>	03	Supply and install		
	GROUND FLOOR OPEN PLAN GRANTS AREA				
4	VARIFOCAL IP PoE DOME CAMERA -*2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	03	Supply and install		

1.0.0.0

	AREA	GROUND FLOOR DISABILITY GRANTS				
5	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	02	Supply and install			
	GROUND FLOOR SCM AREA & PASSAGE TO BACK ENTRANCE					
6	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	03	Supply and install			
	OUTSIDE PASSAGE TOWARDS MAIN ENTRANCE					
7	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE.	02	Supply and install			
	OUTSIDE SECURITY GUARD HOUSE					
8	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover main gate, vehicle drive way and left side of the fence)</i>	03	Supply and install			
	BACK SIDE AREA STAFF VEHICLE					
	PARKING					
9	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	03	Supply and install			
	BACK SIDE AREA TOWARDS THE BACK ENTRANCE AND OFFICIAL VEHICLE AREA					
10	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover back main gate 01, SASSA vehicle parking 03 & outside fence 01)</i>	05	Supply and install			

W.D. 2017

	BACK SIDE AREA OF THE BUILDING COVERING AROUND THE FENCE AREA				
11	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	01	Supply and install		
	CONTROL ROOM / OFFICE MANAGER				
12	CCTV WORKSTATION - *01 x 40" HD LED Monitor	01	Supply and install		
13	Digital Surveillance , 05 TB HARD DRIVE with Harddisk capable of storing footage for a minimum 30 days	01	Supply and install		
14	3kw Inverter with battery as power backup	01	Supply and install		
15	32 Channel NVR	01	Supply and install		
16	Cat 06 Network cable – to cover the whole installation	01	Supply and install		
17	DATA CABINET AND FAN	01	Supply and install		
18	6U WALL MOUNT CABINET	01	Supply and install		
	GENERAL CONDITIONS				
19	ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01	Supply and install		
20	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install		
	30 Cameras in total for installation, 16 Dome cameras, 02 Fisheye 360 cameras, 12 Fixed bullet cameras.				
21	Sundries	01	Supply and install		
22					
23	TOTAL BID PRICE (EXCL VAT)				
24	VAT (@15%)				
25	TOTAL BID PRICE (INCL VAT)				

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all floors and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

W.C.T.
3

APPENDIX (A) No (04) XHARIEP DISTRICT OFFICE (SMITHFIELD) PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras	24 Church street, Zastron,	420,54 M ²

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
DISTRICT OFFICE					
1	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance.	03	Supply and install		
2	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover 03 inside, 01 main gate, 04 side of the office)</i>	05	Supply and install		
MANAGER: SUPPORT SERVICES					
3	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover the back side of the office)</i>	02	Supply and install		
PARKHOME/ LOCAL OFFICE					
4	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m DISTANCE	03	Supply and install		
5	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	03	Supply and install		

1/10/23

		CONTROL ROOM / OFFICE MANAGER					
6		CCTV WORKSTATION -*01 x 40" HD LED Monitor	01		Supply and install		
7		Digital Surveillance , 04 TB HARD DRIVE with Hard disk capable of storing footage for a minimum 30 days	01		Supply and install		
8		3kw Inverter with battery as power backup	01		Supply and install		
9		32 Channel NVR	01		Supply and install		
10		Cat 06 Network cable – to cover the whole installation	01		Supply and install		
11		DATA CABINET AND FAN	01		Supply and install		
12		6U WALL MOUNT CABINET	01		Supply and install		
		GENERAL CONDITIONS					
13		ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01		Supply and install		
14		CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01		Supply and install		
		16 CCTV Cameras in total for installation, 06 Dome cameras, 10 Fixed bullet cameras.					
15		Sundries	01		Supply and install		
16		TOTAL BID PRICE (EXCL VAT)					
17		VAT (@15%)					
18		TOTAL BID PRICE (INCL VAT)					

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all areas and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

M.0.1
2

APPENDIX (A) No (05) ODENDAALSRSUS LOCAL OFFICE - PRICE SCHEDULE

Tender no	
Bidder no	

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
	MAIN ENTRANCE/ RECEPTION AREA				
1	VARIFOCAI IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance. <i>(To cover main entrance 01 Dome, and sitting area 01)</i>	02	Supply and install		
	GRANTS AREA OPEN PLAN/PASSAGE				
2	VARIFOCAI IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance. <i>(To cover 02 open plan, 01 passage)</i>	03	Supply and install		
	OUTSIDE FRONT SIDE OF THE BUILDING				
3	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover both corners of front building)</i>	02	Supply and install		
	BACK SIDE OF THE BUILDING				
4	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. CONTROL ROOM / OFFICE MANAGER	05	Supply and install		
	CONTROL ROOM / OFFICE MANAGER				
5	CCTV WORKSTATION -*01 x 32" HD LED Monitor	01	Supply and install		
6	Digital Surveillance , 04 TB HARD DRIVE with Hard disk capable of storing footage for a minimum 30 days	01	Supply and install		

M.C.1
1

7	3kw Inverter with battery as power backup	01	Supply and install		
8	24 Channel NVR	01	Supply and install		
9	Cat 06 Network cable – to cover the whole installation	01	Supply and install		
10	DATA CABINET AND FAN	01	Supply and install		
11	6U WALL MOUNT CABINET	01	Supply and install		
	GENERAL CONDITIONS				
12	ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01	Supply and install		
13	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install		
	12 CCTV Cameras in total for installation, 05 Dome cameras, 07 Fixed bullet cameras.				
14	Sundries	01	Supply and install		
15	TOTAL BID PRICE (EXCL VAT)				
16	VAT (@15%)				
17	TOTAL BID PRICE (INCL VAT)				

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all areas and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

M. Q. J. 21

APPENDIX (A) No (05) ODENDAALSUS LOCAL OFFICE - PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras	438 Old Police Station, Kutloanong, Odendaalsrus	436,8 M ²

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
MAIN ENTRANCE/ RECEPTION AREA					
1	VARIFOCAI IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance. <i>(To cover main entrance 01 Dome, and sitting area 01)</i>	02	Supply and install		
GRANTS AREA OPEN PLAN/PASSAGE					
2	VARIFOCAI IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance. <i>(To cover 02 open plan, 01 passage)</i>	03	Supply and install		
OUTSIDE FRONT SIDE OF THE BUILDING					
3	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR. <i>(To cover both corners of front building)</i>	02	Supply and install		
BACK SIDE OF THE BUILDING					
4	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	04	Supply and install		
CONTROL ROOM / OFFICE MANAGER					

1
M.E.T

5	CCTV WORKSTATION -*01 x 32" HD LED Monitor	01	Supply and install		
6	Digital Surveillance, 04 TB HARD DRIVE with Hard disk capable of storing footage for a minimum 30 days	01	Supply and install		
7	3kw Inverter with battery as power backup	01	Supply and install		
8	24 Channel NVR	01	Supply and install		
9	Cat 06 Network cable – to cover the whole installation	01	Supply and install		
10	DATA CABINET AND FAN	01	Supply and install		
11	6U WALL MOUNT CABINET	01	Supply and install		
12	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance. (inside control room)	01	Supply and install		
	GENERAL CONDITIONS				
13	ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01	Supply and install		
14	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install		
	12 CCTV Cameras in total for installation, 06 Dome cameras, 06 Fixed bullet cameras.				
15	Sundries	01	Supply and install		
16	TOTAL BID PRICE (EXCL VAT)				
17	VAT (@15%)				
18	TOTAL BID PRICE (INCL VAT)				

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all areas and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 12 months warranty.

M.D.T
2017

APPENDIX (A) No (06) FRANKFORT LOCAL OFFICE - PRICE SCHEDULE

Tender no	
Bidder no	

ACTIVITY	ADDRESS	SIZE OF OFFICE
New installation of CCTV cameras	22 Van Reenen street, Frankfort	182 M ²

1. INSTRUCTION FOR COMPLETING THE PRICE SCHEDULE

- a) The price should include all cost to deliver the goods or render service, including all applicable taxes, duty fees, logistics/delivery, storage, labour etc

Item no	Goods/Service description	Quantity	Service	Unit Price (Excl Vat)	Total
	LOCAL OFFICE				
1	VARIFOCAL IP PoE DOME CAMERA - *2.8-12mm lense 04 MEGAPIXEL, 30m distance.	02	Supply and install		
	OUTSIDE FRONT OF THE BUILDING				
2	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	04	Supply and install		
	OUTSIDE BACK OF THE BUILDING				
3	IP PoE BOX CAMERA - 4 MP FIXED bullet Camera. 2.8mm Lens, Up to 80 metre IR.	04	Supply and install		
	CONTROL ROOM / OFFICE MANAGER				
4	CCTV WORKSTATION - *01 x 40" HD LED Monitor	01	Supply and install		

5	Digital Surveillance , 04 TB HARD DRIVE with Hard disk capable of storing footage for a minimum 30 days	01	Supply and install		
6	2kw Inverter with battery as power backup	01	Supply and install		
7	24 Channel NVR	01	Supply and install		
8	Cat 06 Network cable -- to cover the whole installation	01	Supply and install		
09	DATA CABINET AND FAN	01	Supply and install		
10	6U WALL MOUNT CABINET	01	Supply and install		
	GENERAL CONDITIONS				
11	ONSITE TRAINING OF OFFICIALS X 03 OFFICIALS	01	Supply and install		
12	CONDUIT/ ROUTING, AS-BUILT DRAWINGS FOR THE ENTIRE BUILDING (* Include system documents)	01	Supply and install		
	10 CCTV Cameras in total for installation, 02 Dome cameras, 08 Fixed bullet cameras.				
13	Sundries	01	Supply and install		
14	TOTAL BID PRICE (EXCL VAT)				
15	VAT (@15%)				
16	TOTAL BID PRICE (INCL VAT)				

NB: Pricing for supply and installation of cameras and biometric systems should also include all cabling from camera to port switches, mounting boxes in all areas and all necessary accessories needed to complete full installations. All the electronic security systems installed should come with minimum 24 months warranty.

M. Q. 2

(APPENDIX B)

DOCUMENTATION

TECHNICAL SPECIFICATION:

**SASSA FREE STATE REGIONAL OFFICES IP CCTV CAMERAS
SPECIFICATIONS**

1. INTRODUCTION AND BACKGROUND

SASSA Free State Regional office, is responsible for the provisioning of social grant services in the province and our aim is to ensure installation of CCTV cameras in various offices as one of the security measures.

Bidders are requested to respond to the advert in the following format:

All hardware, software, installation, integration, training and services must be specified, broken down into individual elements on a Bill of Materials (BOM) and the pricing of each, specified on hard copy (paper copy).

2. IP CCTV SURVEILLANCE SYSTEM

2.1 DESIGN CONCEPT:

The IP surveillance system is designed to control and monitor the **SASSA office**).

- 1) There are four types of cameras that shall be installed to monitor the movement of the people and assets at SASSA offices and are as follows:
 - IP fixed dome camera indoor type
 - IP PTZ camera outdoor type
 - IP fixed bullet box camera outdoor type
 - IP Fisheye camera indoor
- 2) **IP fixed dome cameras, IP PTZ outdoor cameras, IP Bullet proof outdoor cameras and IP Fisheye 360 degree camera** shall be installed to cover the outside of the building, entrances, open plan area, corridors and all other areas covered on CCTV cameras specification as per the attached **ANNEXURE (A) and (B)**.
- 3) IP PTZ camera shall be mounted on the wall at different locations for outside surveillance purpose.
- 4) All cameras shall be true IP camera.
- 5) All outdoor cameras shall be in IP-66 housing.

M.E.T

- 6) Video and alarm management software under one single front end and should be on open platform with support to renowned IP camera brands.
- 7) Provides Broadcast quality Video across IP network including Internet.
- 8) Provides multiple failover and network resilience.
- 9) Provides real time recording at a minimum of 25fps with no frame loss.
- 10) Provides PTZ Camera Controls & Binary INPUT/OUTPUT controls.
- 11) Supports Multiple IP Video Streams.
- 12) Secured recording for evidence purposes and user authentication to protect data integrity.
- 13) The NVR should have no limitations on the kind of storage to be used (RAID, NAS) etc.
- 14) The NVR must be capable of recording and keeping footage storage no less than 30 days.
- 15) The NVR must be providing for a disk management system which will automatically reap old recordings to overwrite with new ones when max disk usage is reached.
- 16) The successful bidder will comply with SASSA security emergency policies, procedures and regulations.
- 17) The agency will not accept any responsibility for accounts/expenses incurred by the service provider that was not agreed upon by the contracting parties.
- 18) The CCTV cameras listed below are the 04 types of CCTV cameras to be installed in SASSA offices.

a) IR NETWORK FISH EYE CAMERA

6 MP (MEGA PIXEL)

The camera capable of providing 360 –degree panoramic image of its surveillance scene.

High resolution images of up to 3072 x 2048

Day and Night : IR Cut filter

LENS

Focal length : 1,27mm, Horizontal FOV 180 degree(Wall mount)

360 degree (ceiling mount), 360 degree (table mount).

ILLUMINATOR

Supplement Light Type : 3IR LED,s each LED is independently

M.E.T

controlled.

Supplement Light Range: Up to 15m

IR Wavelength : 850nm

b) IR NETWORK DOME CAMERA

4 MP (MEGA PIXEL)

IR RANGE: Up to 30m

Building Micro SD, UP TO 128 GB

3-Axis Adjustment

Built-in microphone

Day & Night : IR Cut Filter

LENS: Fixed lens 2.8/4/6 mm

Lens Type: Fixed focal lens, 2.8,4 and 6mm optional

ILLUMINATOR

IR Range : Up to 30m

IR Wavelength : 850nm

4MP FIXED BULLET NETWORK CAMERA

4MP (MEGAPIXEL)

High quality imaging

Excellent low-performance

Clear imaging against strong backlight

Water and Dust resistant.

LENS

Lens type : Fixed focal lens, 2.8,4 and 6mm optional

Day & Night : IR cut filter

IR range : Up to 80m

IR wavelength : 850nm

M.E.T

VIDEO

Max. Resolution: 2688 x 1520

c) 4MP 25 x NETWORK IR SPEED DOME (PTZ)

25 x optical zoom lens and 16x digital zoom

Focuses on human and vehicle targets classification

Excellent low-light performance

Expansive night view with up to 150m IR distance

LENS

Focus : Auto, Semi Auto, Manual

Focal length : 4.8 mm to 120 mm

Zoom speed : Approximately 3,6s

ILLUMINATOR

Supplement Light type : IR

Supplement Light range : IR distance: up to 150m

Day & Night : IR Cut filter

PTZ

Movement range (Pan) : 360 degree

Movement range (Tilt) : -15 degree to 90 degree

Day / Night Switch : Day, Night, Auto, Schedule

2.2 Re: SPECIFICATION FOR INSTALLATION OF INTERCOMM SYSTEM AT IUSTITIA BUILDING, REGIONAL OFFICE.

1 x VT Camera at the entrance with IR.

Built-in Mic and Loudspeaker

1 x Intercomm system with pin pad for access in REM

1 x door system sensor to open the door from inside.

1 x Monitor to be installed at PA of the REM office

1 x button installed in Coordinators office (REM) to open the door, flashing green.

1 x Magnetic door closer

1 x button sign / sensor reflecting green when pressed from the intercom (REM office).

Battery to be installed as backup on the system.

M.E.T

The quotation should include cabling and labour.

The system should come with 1 year warranty and should be stipulated in the quote.

All the installation / work to be done should be guaranteed for at least 12 months.



.....,

PULE SUNDAY

MANAGER: ADMINISTRATION

DATE: 28/10/2023

M.E.T

ANNEXURE C

CURRENT AND PAST CONTRACTS (CLIENT BASE)

A list of current and past contracts (attach Award letters /Contract/Purchase Orders/Reference letters) which are relevant to the service required in the bid specifications must be attached to the bid proposals. The following template must be used and must be completed in full. Failure to complete the table in full and non-submission of award letter/s may lead to disqualification of the bid.

Indicate all the current and past contracts in the table below and **ONLY** those relevant to the electronic security systems (CCTV) cameras industry required in the bid specifications.

Name of client where contract is/ was executed	Contract period (indicate start end dates)e.g 1 April 2015 to 31 March 2016.	Is the contract Current or Past? (please indicate accordingly)	Contact persons and telephone numbers of your client	Number of CCTV projects /contracts	Total value of the contract.

M.E.T