

Munisipaliteit

Munisipale-geboue
Privaatsak X4
LAINGSBURG, 6900
Tel. (023) 551 1019
Faks No. (023) 5511 019

Laingsburg



Municipality

Municipal Buildings
Private Bag X4
LAINGSBURG, 6900
Tel. (023) 551 1019
Fax No. (023) 5511 019

E-pos / E-mail : scm@laingsburg.gov.za

NOTICE: 78 / 2024
FORMAL WRITTEN PRICE QUOTATION: 01 / 06 / 2024

SUPPLY, DELIVERY AND INSTALLATION OF A LPR CAMERA SYSTEM

Laingsburg Municipality is requesting formal written price quotations from suitably experienced suppliers for the supply, delivery and installation of a LPR (License Plate Recognition) camera system.

This bid is subject to pre-qualification criteria and bidders must provide proof where required, as specified in the bidding document. **Non-compliance with the pre-qualification criteria will render the bidder non-responsive.**

Bids may only be submitted on the bid documentation issued by the Municipality. Bid documents are available from Laingsburg Municipality, Municipal Buildings, 02 Van Riebeeck Street, Laingsburg from **04 June 2024** during working hours (**08:00 – 16:15**).

Bids must reach the SCM Offices by no later than **12 June 2024 @ 12:00 p.m.** via the following means of communication:

1. **Email:** scm@laingsburg.gov.za;
Electronic submission (Email, no faxes allowed)
Documentation to be emailed to the Supply Chain Management Unit, or
2. **Hand delivered to:**
02 Van Riebeeck Street, Municipal Buildings, Laingsburg

The **bid must be valid for a period of 30 days** after the closing date. The bid will be subject to the Council's Supply Chain Management Policy, the Municipal Preferential Procurement Policy, and the Preferential Procurement Regulations, 2022.

The preferential points system applied (80/20) in terms of the Preferential Procurement Policy is as follows:

PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	10
LOCALITY	10
TOTAL POINTS	100

The successful bidder must also be registered and tax-compliant on the Centralised Supplier Database (CSD). Tenderers can register on www.csd.gov.za

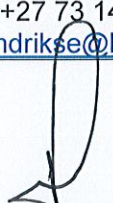
The municipality reserves the right to withdraw any invitation to tender, re-advertise, reject any formal written price quotation, or to accept a part of it. The municipality is not bound to accept the lowest bid or award a contract to the bidder scoring the highest point score.

Telegraphic, telephonic, facsimile and late bids will not be accepted.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO. 40553 DATED 20 JANUARY 2017).

Queries relating to this tender may be addressed to:

<u>Technical Queries</u> Mr Neil Hendrikse Tel: +27 73 148 7665 nhendrikse@laingsburg.gov.za	<u>Supply Chain Management Queries</u> Mr Keith Gertse Tel: (023) 55 11 019 scm@laingsburg.gov.za	<u>Document Queries</u> Mr Anthonico Quinn Tel: (023) 55 11 019 scm@laingsburg.gov.za
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J BOOYSEN
MUNICIPAL MANAGER

04 JUNE 2024



MUNISIPALITEIT MUNICIPALITY uMASIPALA

FORMAL WRITTEN PRICE QUOTATION

NOTICE NUMBER:		78 / 2024	
FWPQ NUMBER:		SCM/8/2 - FWPQ-01-06-2024	
FWPQ DESCRIPTION:		Supply, delivery and installation of a LPR camera system	
CLOSING DATE:	12 JUNE 2024	CLOSING TIME:	12:00 p.m.
<i>Email: scm@laingsburg.gov.za; or Hand delivered to:</i> MUNICIPAL BUILDINGS 02 VAN RIEBEECK STREET LAINGSBURG 6900		NB: 1. All bids must be submitted on the official forms – (not to be retyped) 2. Bids must be completed in black and white 3. No bids will be considered from persons in the service of the state	
Name of Bidder:			
Total Bid Price:			
Estimated Delivery / Completion Period:		7 days after receipt of official purchase order	
B-BBEE Status Level of Contributor:			
B-BBEE Status Level of Contributor points claimed:		 (maximum of 10 points)	
Locality of supplier points claimed:		 (maximum of 10 points)	
B-BBEE certificates or Sworn Affidavits submitted with the bid document MUST be VALID ORIGINAL BBEE CERTIFICATES or VALID CERTIFIED COPIES OF THE B-BBEE CERTIFICATES OR SWORN AFFIDAVITS BIDDERS MUST SUBMIT VALID CERTIFIED PROOF OF REGISTERED BUSINESS WITHIN THE BOUNDARIES OF THE CENTRAL KAROO IN ORDER TO QUALIFY FOR LOCALITY OF SUPPLIER POINTS			

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LAINGSBURG MUNICIPALITY
REQUEST FOR QUOTATION NOTICE AND INVITATION TO BID

ADVERTISED IN:	MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE, TENDER E-PORTAL		
FWPQ NO:	SCM/8/2 - FWPQ-01-06-2024	NOTICE NO :	78 / 2024
PUBLISHED DATE:	04 JUNE 2024	DEPARTMENT:	LAINGSBURG MUNICIPALITY
Request for Written Quotation:	Supply, delivery and installation of a LPR camera system		
CLOSING TIME AND DATE:	NO LATER THAN 12:00 pm	ON THE DATE:	12 JUNE 2024
	Bids must be submitted on the official forms and must be returned via: <i>Email:</i> scm@laingsburg.gov.za ; or <i>Hand delivered to:</i> MUNICIPAL BUILDINGS 02 VAN RIEBEECK STREET LAINGSBURG 6900		
BID RULES:			
1. Bids are to be completed in accordance with the conditions and bids rules contained in the bid document. 2. Bids may only be submitted on the bid documentation issued by the Municipality. 3. The Laingsburg Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any tender, as it may deem expedient. 4. Bids are subject to the Laingsburg Municipality Supply Chain Management Policy. 5. Price (s) quoted must be valid for at least thirty (30) days from date of your offer. 6. Price (s) quoted must be firm and must be indicated; 7. Only those suppliers who complies with specifications will be eligible for points. 8. The successful provider will be the one scoring the highest points. 9. Payments to the successful bidder in terms of this contract will be processed within 30 days after receipt of a valid tax invoice for goods and/or services rendered to the satisfaction of the municipality. 10. The lowest or any bid shall not necessarily be accepted and the Municipality reserves the right to accept any part of the bid. 11. Do not dismember this Bid Document (do not take it apart or put documents between its pages). 12. All other documents of the submission must be attached behind this bid document. 13. Please note that any suspicious collusive bidding behaviour and restrictive practices by bidders will be reported to the Competition Commission for investigation and possible imposition of administrative penalties. 14. Bidders who are not yet registered are required to register on the Central Suppliers Database (CSD). Bidders can register on the official website – www.csd.gov.za.			
Bids shall be evaluated in terms of the Preferential Procurement Policy of Laingsburg Municipality		Bidders may claim preference points in terms of their B-BBEE status level of contribution and locality of supplier	
Preferential Procurement Point System Applicable		80/20	Local Content Requirement N/A
CIDB Registration Required	None	Validity Period	30 Days
Site Meeting/Information Session	None		
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:	
Section:	Traffic / Law Enforcement	Section:	Supply Chain Management
Contact Person:	Mr. Neil Hendrikse	Contact Person:	Keith Gertse
Tel:	+27 73 148 7665	Tel:	023 55 11 019
Email:	nhendrikse@laingsburg.gov.za	Email:	scm@laingsburg.gov.za
Authorised by:	Mr. J. Booysen	Municipal Manager	

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	SCM/8/2 - FWPQ-01-06-2024	CLOSING DATE:	12 JUNE 2024	CLOSING TIME:	12:00
DESCRIPTION	Supply, delivery and installation of a LPR camera system				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
MUNICIPAL BUILDINGS					
PRIVATE BAG X4					
02 VAN RIEBEECK STREET					
LAINGSBURG					
6900					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? ☐ Yes ☐ No [IF YES, ANSWER PART B:3]		
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE		R
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	Laingsburg Municipality		CONTACT PERSON	Mr. Neil Hendrikse	
CONTACT PERSON	Mr. Keith Gertse		TELEPHONE NUMBER	023-5511019	
TELEPHONE NUMBER	023-5511019		FACSIMILE NUMBER	023-5511019	
FACSIMILE NUMBER	023-5511019		E-MAIL ADDRESS	nhendrikse@laingsburg.gov.za	
E-MAIL ADDRESS	scm@laingsburg.gov.za				

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:										
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.										
2. TAX COMPLIANCE REQUIREMENTS										
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.										
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="width: 30%; text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> </table> IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO									
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO									

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

4. DECLARATION OF INTEREST

- 4.1. No bid will be accepted from persons in the service of the state¹.
- 4.2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 4.3. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
- 4.3.1. Full Name of bidder or his or her representative:

- 4.3.2. Identity Number:

- 4.3.3. Position occupied in the Company (director, trustee, shareholder²):

- 4.3.4. Company Registration Number:

- 4.3.5. Tax Reference Number:

- 4.3.6. VAT Registration Number:

- 4.3.7. The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
- 4.3.8. Are you presently in the service of the state? **YES / NO**
- a) If yes, furnish particulars:

¹MSCM Regulations: "in the service of the state" means to be –

- (a) A member of –
 - (i) Any municipal council;
 - (ii) Any provincial legislature; or
 - (iii) The national Assembly or the national Council of provinces;
- (b) A member of the board of directors of any municipal entity;
- (c) An official of any municipality or municipal entity;
- (d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) A member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or a provincial legislature.

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

4.3.9. Have you been in the service of the state for the past twelve months?

YES / NO

a) If yes, furnish particulars:

.....

4.3.10. Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

YES / NO

a) If yes, furnish particulars:

.....

4.3.11. Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

YES / NO

a) If yes, furnish particulars:

.....

4.3.12. Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?

YES / NO

a) If yes, furnish particulars:

.....

4.3.13. Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?

YES / NO

a) If yes, furnish particulars:

.....

4.3.14. Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?
YES / NO

a) If yes, furnish particulars:
.....

4.4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
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 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 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.
- 1.5 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:

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

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmin = 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:

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

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = 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 tables below.

At least **50%** of the **20 / 10 points** will be allocated to promote this goal and points will be allocated in terms of the BBBEE scorecard as follows

B-BBEE Status Level of Contributor	Number of Points for Preference (80/20)	Number of Points for Preference (90/10)
1	10	5
2	9	4.5
3	7	3
4	6	2.5
5	4	2
6	3	1.5
7	2	1
8	1	0.5
Non-compliant contributor	0	0

Tenderer must submit proof of its B-BBEE status level contributor (scorecard).

A tenderer failing to submit proof of B-BBEE status level of contributor –

- may only score in terms of the **80 / 90 points** formula for price; and
- scores **0 points** for BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.

B-BBEE Status Level of Contributor points claimed: = (maximum of 10 or 5 points)

A maximum of **10 / 5** of the **20 / 10 points** will be allocated as follows:

Locality of supplier/ Local Labour	Points (80/20)	Points (90/10)
Within the boundaries of the municipality	10	5
Outside of the boundaries of the Municipality	0	0

Tenderer failing to submit proof of required evidence to claim preferences for specific goals –

- may only score in terms of the **80 / 90 points** formula for price; and
- scores **0 points** out of **10 / 5** of the relevant specific goals where the supplier or service provider did not stipulate.

Locality of supplier / Local Labour points claimed: = (maximum of 10 or 5 points)

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;
- i) 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;

- iii) 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:	
	
	
	

5. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

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

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

6. CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

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

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

I, the undersigned, in submitting the accompanying bid:

**SCM/8/2 - FWPQ-01-06-2024 – SUPPLY, DELIVERY AND INSTALLATION OF A
LPR CAMERA SYSTEM**

(Bid Number and Description)

in response to the invitation for the bid made by:

LAINGSBURG MUNICIPALITY

(Name of Municipality)

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

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

- 6.6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
- 6.7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - 6.7.1. prices;
 - 6.7.2. geographical area where product or service will be rendered (market allocation)
 - 6.7.3. methods, factors or formulas used to calculate prices;
 - 6.7.4. the intention or decision to submit or not to submit, a bid;
 - 6.7.5. the submission of a bid which does not meet the specifications and conditions of the bid; or
 - 6.7.6. Bidding with the intention not to win the bid.
- 6.8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 6.9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

6.10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

LAINGSBURG MUNICIPALITY
CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES
 (To be signed in the presence of a Commissioner of Oaths)

I, the undersigned, in submitting the accompanying bid, declare that I am duly authorised to act on behalf of:

(name of the enterprise)

Hereby acknowledges that according to SCM Regulation 38(1) (d) (i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Laingsburg Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

That to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

If the value of the transaction is expected to exceed R10 million (VAT included) I certify that the bidder has no undisputed commitments for municipal services towards a **Municipality** in respect of which payment is overdue for more than 30 days;

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER

MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: Please attach certified copy(ies) of ID document(s)

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)

Therefore hereby agrees and authorises the Laingsburg Municipality to deduct the full amount outstanding by the Tenderer or any of its directors/members/partners from any payment due to the tenderer; and			
I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.			
NAME (PRINT)		SIGNATURE	
CAPACITY		DATE	
NAME OF ENTERPRISE			

COMMISSIONER OF OATHS Signed and sworn to before me at _____, on this _____ day of _____ 20__ by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience. COMMISSIONER OF OATHS:- Position: _____ Address: _____ Tel: _____	Apply official stamp of authority on this page:
--	---

QUOTATION FORM

1. I / We (full name of Bidder) the undersigned in my capacity as of the firm hereby

offer to Laingsburg Municipality herein represented by the Senior Manager: COMMUNITY SERVICES (hereafter referred to as the MES), to supply and deliver the goods described in accordance with the specification and conditions of contract to the entire satisfaction of the MES and subject to the conditions of bid, for the amount indicated hereunder:

Refer to the pricing schedule: **R**

Address of Bidder:

.....

.....

Telephone No:

Banker:

Branch:

2. I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of bid of this bid form and that I / we accept the conditions in all respects.
3. I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of my / our bid and that I / We elect domicillium citandi et executandi in the Republic at:
-
4. I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our bid: that the price quoted cover all the work items specification in the bid documents and that the price cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

DATE

SIGNATURE OF BIDDER

DATE

WITNESS

SIGNATORY OF AUTHORITY

A. COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, duly signed, authorizing the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is, before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on _____ 20_____,

Mr./Mrs. _____ (whose signature appears below) has been duly authorized to sign all documents in connection with this bid on behalf

of _____ (Name of Company) in

his/her capacity as _____

Full Name of Director	Residential address	Signature

Sign on behalf of company		Date	
Print Name:			
Witness 1:		Witness 2:	

B. SOLE PROPRIETOR (SINGLE OWNER BUSINESS)

I, _____ the undersigned, hereby

Confirm that I am the sole owner of the business trading as _____

Sign on behalf of company		Date	
Print Name:			
Witness 1:		Witness 2:	

C. PARTNERSHIPS

We, the undersigned partners in the business trading as _____ hereby authorize Mr. /Ms. _____ to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract for and on behalf of _____ (name of firm)

The following particulars in respect of every partner must be furnished and signed by every partner:

Full Name of Director	Residential address	Signature

Sign on behalf of company		Date	
Print Name:			
Witness 1:		Witness 2:	

C. CLOSED CORPORATION

In the case of a close corporation submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, shall be included with the bid.

By resolution of members at a meeting on _____ 20____ at _____

_____ Mr. /Ms., _____ whose

signature appears below, has been authorized to sign all documents in connection with this bid on

behalf of (Name of Close Corporation)_____

Full Name of Director	Residential address	Signature

Sign on behalf of company		Date	
Print Name:			
Witness 1:		Witness 2:	

LAINGSBURG MUNICIPALITY	
SPECIFICATIONS / TERMS OF REFERENCE	
FWPQ Number:	SCM/8/2 - FWPQ-01-06-2024
FWPQ Description:	Supply, delivery and installation of a LPR camera system
1. Background	
1.1. The Municipality is seeking proposals from qualified vendors to supply, deliver, and install a complete LPR camera system for our Traffic/Law Enforcement section.	
2. Current State	
2.1. The Municipality has secured funding through the district safety plan program to acquire a License Plate Recognition (LPR) camera system. This new technology will be a valuable asset to our ongoing efforts to improve public safety and support law enforcement.	
3. Scope of Work	
3.1. The project scope encompasses: 3.1.1. Supplying, delivering, and installing brand new LPR cameras. 3.1.2. Including all necessary software for the LPR system to function. 3.1.3. Providing associated equipment to support the LPR system. 3.1.4. Implementing a solar-powered solution with a battery pack to ensure continuous operation. 3.1.5. Establishing a compact control room for real-time surveillance monitoring.	
4. Invalid Bids	
4.1. The following will render the bid invalid: 4.1.1. The bid is not submitted on the official Form of Offer; 4.1.2. The bid document is not completed in non-erasable handwritten, or printed, ink, or toner; 4.1.3. The Form of Offer has not been signed with an original signature and price is omitted; 4.1.4. The Form of Offer is signed, but the name of the bidder is not stated, or is indecipherable.	
5. Non-Responsive Bids	
5.1. Valid bids will be declared non-responsive and eliminated from further evaluation if: 5.1.1. The bidder has been listed on the National Treasury's Register for Tender Defaulters in terms of the Prevention and combating of Corrupt Activities Act, Act 12 of 2004, or has been listed of the National Treasury's List of Restricted Suppliers and who is therefore prohibited from doing business with the public sector. 5.1.2. The bidder is prohibited from doing business with the Laingsburg Municipality. 5.1.3. The bidder does not comply with the Specification(s). 5.1.4. The bidder does not comply with the instructions as contained in the Price Schedule and/or Contract Price Adjustments and Rate of Exchange Variation (where applicable). 5.1.5. The bidder does not comply with the production of local content (if applicable) 5.2. Bidders will be declared non-responsive if the tenderer fails to adhere to a written request (within the specified period set out in such request) to: 5.2.1. Comply with the general conditions applicable to tenders as set out in the Laingsburg Municipality's SCM Policy; 5.2.2. Comply with one or more of the provisions contained in the Conditions of Tender. 5.2.3. Comply with any other terms and conditions of the bid as contained in the bid documents; 5.2.4. Register on the Central Supplier Database; 5.2.5. Complete and/or sign any declarations and or/authorisations;	

5.2.6. Submit an original valid tax clearance certificate or tax compliance pin from the South African Revenue Services (SARS) certifying that the taxes of the bidder are in order; 5.2.7. Comply with any applicable Bargaining Council agreements where applicable; 5.3. 5.3. Paragraph 5.1 & 5.2 above are not closed lists.
6. General Specifications
6.1. The Municipality reserves the right to accept alternative bids. The Municipality is not bound to accept the lowest or any bid and reserve the right to accept any bid either wholly or a part thereof. 6.2. The submission of a bid signifies complete acceptance of the conditions contained in these instructions, the form of bid and the annexures. 6.3. Bids may only be submitted on the official bidding document. The bidding documents must be fully completed and signed.
7. QUALIFIED BIDS
7.1. Qualified bids may be disregarded at the discretion of the Municipality.
8. DOCUMENTATION REQUIRED
8.1. THE FOLLOWING DOCUMENTATION MUST BE SUBMITTED AS PART OF THE FWPQ: 8.1.1. Certified ID Copy of Company Directors 8.1.2. Tax Compliance Pin and/or Tax Clearance Certificate 8.1.3. Valid BBBEE Certificate or Sworn Affidavit 8.1.4. Latest Municipal Account / Lease Agreement 8.1.5. Central Supplier Database (CSD) Number 8.1.6. Proof of compliance with pre-qualification criteria.
9. OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS
9.1.1. The service provider must adhere to all statutory requirements.
10. PRICING REQUIREMENTS
10.1. Bid prices must be in ZAR Currency (Rand). 10.2. The rates must remain firm. 10.3. Rates must be inclusive of Value-added-Tax of 15%
11. EVALUATION
11.1. Bids will be evaluated on a comparative basis, which is the reason for the design of the bid specification. 11.2. All bids received shall be evaluated in accordance with the Municipal Finance Management Act, Act 56 of 2003 (read with its accompanying supply chain management regulations), Laingsburg SCM Policy, and the Preferential Procurement Policy Framework Act, Act 5 of 2000 (read with its accompanying regulations). 11.3. Points will be awarded to bidders who are eligible for preferences in terms of LBM 6.1: Preference Point Claim Schedule (where preferences are granted in respect of B-BBEE contribution).

12. PRE-QUALIFICATION

- 12.1. Bidders are required to complete the **WORK EXPERIENCE SCHEDULE FOR COMPLETED CONTRACTS** to indicate a minimum of 3 completed projects of relevant experience in the supply, delivery and installation CCTV/LPR cameras. Reference letters will be sufficient proof and must be submitted with the return bid documents. **Failure to complete will result in, bidders will be regarded as NON-RESPONSIVE.**
- 12.2. Bidders are required to submit their Private Security Industry Regulatory Authority (PSIRA) certification for the installation of CCTV with their return bid. Any bidder who fails to submit their PSIRA certification, will be disqualified and regarded as non-responsive.
- 12.3. The tenderer must be a currently approved partner or distributor of the original equipment manufacturer(s) of the equipment and must supply a **Confirmation Letter** from the OEM.
- 12.4. Technician CCTV and/or LPR installers certification to be supplied with return bid documents (qualifications listed on CV not recommended). This is a compulsory requirement and bidders will be disqualified and regarded non-responsive if not included.

Non-compliance with the Pre-Qualification criteria will render the bidder non-responsive.

13. SPECIFICATIONS

13.1. LEGAL AND REGULATORY

- 13.1.1. In South Africa, the use of closed-circuit television (CCTV) systems is subject to legal and regulatory requirements to protect the rights and privacy of individuals. Bidders are required to be in compliance with the following legal requirements:
- 13.1.1.1. Protection of Personal Information Act (POPIA): The Protection of Personal Information Act, which came into effect on 1st of July 2020.
 - 13.1.1.2. Information Regulator: The Information Regulator is the independent regulatory body established under POPIA.
 - 13.1.1.3. Surveillance Camera Policy: The South African Police Service (SAPS) has developed a Surveillance Camera Policy that provides guidelines for the use of CCTV systems in public spaces. The policy outlines the purposes for which CCTV can be used, the proper handling and storage of footage, access to recorded material, and the role of law enforcement agencies in operating and managing the systems.

13.2. APPLICABLE STANDARDS

13.2.1. Except where otherwise specified or implied, the following standards shall apply:

- 13.2.1.1. Wherever relevant, even if not directly requested within this tender, all equipment must comply to all applicable, SABS or Central European (CE) safety, health, and environmental requirements.
- 13.2.1.2. All equipment and accessories shall ensure Electro Magnetic Compatibility in compliance with EN 50081-1 and EN50082-1 and for safety aspects be compliant with EN 60950.
- 13.2.1.3. All wireless equipment needs to support 802.11w standard to prevent wireless de-authentication or disassociation frame exploits.

13.2.2. All CCTV / LPR System Cable Installations must be done according to the following installation, documentation, and component and system industry specifications to be met or exceeded where applicable:

- 13.2.2.1. ANSI/TIA/EIA-568-B.1, ANSI/TIA/EIA-568-B.2, ANSI/TIA/EIA-568-B.3, and addenda
- 13.2.2.2. ANSI/TIA/EIA-569-B and addenda
- 13.2.2.3. ANSI/TIA/EIA-606-A and addenda

- 13.2.2.4. ANSI/NEMA Standards Publication No. WC 66-2001
- 13.2.2.5. ANSI-J-STD-607-A and addenda
- 13.2.2.6. ANSI/TIA/EIA-526-7
- 13.2.2.7. ANSI/TIA/EIA-526-14A
- 13.2.2.8. BICSI TDMM
- 13.2.2.9. CENELEC EN 50173:2000 and amendments
- 13.2.2.10. IEC/TR3 61000-5-2 – Ed. 1.0 and amendments
- 13.2.2.11. ISO/IEC 11801:2002 Ed 2.0 and amendments
- 13.2.2.12. NFPA70 National Electric Code – Article 645 and Article 800 2.2.15. NFPA 70E NFPA 76

13.3. GENERAL

13.3.1. Installation of new CCTV and/or LPR cameras

- 13.3.1.1. The appointed service provider shall at first, do a site and risk assessment of each camera location, placement, condition, lighting environment etc., and draft a site layout map and present the layout map with their assessment to the user department and other related departments and provide any suggestions on any best possible camera placement, field of view, coverage areas, angles, and obstacle avoidance.
- 13.3.1.2. The appointed service provider shall be responsible for all way leaves applications and cost thereof.
- 13.3.1.3. The installation must comply with the relevant manufacturer's standards including other applicable standards and regulations.
- 13.3.1.4. The technician must submit a service sheet to the job card upon completion of service and handed over to the Manager Community Services and CCTV to ensure all services stated are done and that the system is fully functional.
- 13.3.1.5. Training on newly installed devices, accessories, software, and other related equipment to be provided to all control room staff, administrative and senior staff that will be utilizing the equipment, at no additional cost to the Municipality.
- 13.3.1.6. Work included in the design and provided all labour, materials, equipment and services and perform all operations required for the work as required to meet the municipality's needs, in accordance with all applicable requirements of this document, the Municipality and its By-Laws.

13.4. WARRANTY

- 13.4.1. All security system components and labour furnished by the contractor including wiring, software, hardware, and custom parts shall be fully warranted for parts, materials, labour, and travel expenses for a minimum of three (3) years from date of the final acceptance of the system.
- 13.4.2. The manufacturer shall provide warranty and optional extended warranty for the items for a total period of maximum five years. If enacted as part of the contract, the contractor will repair or replace parts and/or labour per the warranty for the length of this warranty at no cost to the Municipality.

13.5. DATA SECURITY AND PRIVACY

- 13.5.1. The CCTV and LPR network cameras must be implemented with encryption protocols to protect the transmission and storage of data to help prevent unauthorized access to the video footage and other sensitive information.
- 13.5.2. Implementation of a strong authentication method(s) to limit access to authorized personnel only such as user login credentials with separate access levels, biometric verification etc.
- 13.5.3. Audit logs to be maintained to track access to the CCTV / LPR system and video footage to help identify unauthorized access or breaches.
- 13.5.4. The appointed service provider must also provide training to employees of all access level types to ensure each user understands the platform and can operate and utilize the monitoring software.

13.6. INTELLECTUAL PROPERTY RIGHTS

- 13.6.1. The supplier/service provider acknowledges that it shall not acquire any right, title, or interest in or to the Intellectual Property of the Municipality.
- 13.6.2. The supplier/service provider hereby assigns to the Municipality, all Intellectual Property created, developed, or otherwise brought into existence by it for the purposes of the contract, unless the Parties expressly agree otherwise in writing.
- 13.6.3. In the event that the contract is cancelled, terminated, ended, or is declared void, any and all of the Municipality's Intellectual Property, and any and all information and data related thereto, shall be immediately handed over to the Municipality by the service provider/supplier and no copies thereof shall be retained by the supplier unless the Municipality expressly and in writing, after obtaining due internal authority, agrees otherwise.

13.7. BACKUP SOLUTIONS

- 13.7.1. The appointed service provider must ensure that a backup solution is put in place, at no additional cost to the Municipality, in the event of a technical failure for:
 - 13.7.1.1. Any NVR device
 - 13.7.1.2. Camera device
 - 13.7.1.3. Desktop PC/Server device
- 13.7.2. The appointed service provider must ensure that server roll backs are available and restore points are successfully created before attempting to install, replace, update, or perform any repairs or maintenance work.
- 13.7.3. It will remain the service provider's responsibility to return any equipment and/or software to its original state should there be any technical failure.

13.8. COMPULSORY SITE / CLARIFICATION MEETING

- 13.8.1. The Municipality will not be facilitating a compulsory site visit or clarification meeting. However, we strongly encourage Bidders to contact the Senior Manager, Community Services (Mr. Neil Hendrikse), to schedule a visit to the designated LPR camera locations and the control room. This opportunity will allow Bidders to familiarize themselves with the project site and ask any questions they may have to ensure a well-informed bid.
- 13.8.2. The Municipality proposes the installation of LPR cameras at the following GPS coordinates:
 - 13.8.2.1. -33.196073, 20.856159 - Shell Garage and
 - 13.8.2.2. -33.196598, 20.859504 - Corner of Station street & Voortrekker
- 13.8.3. Bidders are encouraged to utilize these coordinates for planning purposes. However, the final positioning of the cameras may be subject to minor adjustments based on site conditions and technical considerations.

SCHEDULE OF WORK EXPERIENCE OF THE TENDERER - COMPLETED CONTRACTS

Failure to complete will result in, bidders will be regarded as **NON-RESPONSIVE**.

NB: Please ensure that all reference letters provided correspond directly to the completed projects listed under this schedule.

The following is a statement of similar work successfully executed by myself / ourselves:

COMPLETED CONTRACTS						
EMPLOYER		Contact Person		SCOPE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel.		Tel.				
Email		Email				
Name		Name				
Tel.		Tel.				
Email		Email				
Name		Name				
Tel.		Tel.				
Email		Email				

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

LAINGSBURG MUNICIPALITY	
PRICING SCHEDULE / BILL OF QUANTITIES	
FWPQ Number:	SCM/8/2 - FWPQ-01-06-2024
FWPQ Description:	Supply, delivery and installation of LPR camera system
PLEASE NOTE:	- Prices quoted must be inclusive of VAT. - Document MUST be completed in non-erasable black ink. - Please complete the attached Bill of Quantities.

Should a bidder offer an equivalent system, a brochure must be attached to the return bid submission containing information and specifications of the equivalent item.

Failure to provide a brochure as mentioned, bidders will be disqualified and deemed **non-responsive.**

DESCRIPTION	QTY	UNIT PRICE (Incl. VAT)	TOTAL PRICE (Incl. VAT)
CCTV / LPR CAMERA SYSTEM SOLUTION			
Hikvision Acusence 4-MP fixed lens; 80m IR distance; 4mm Strobe & Siren	1		
2MP DEEP LEARNING ANPR BULLET CAM IR100M MVF 8-32MM LENS IP67 IK10 (cc513-2) (7LINE)	1		
Bullet 2MP IR 2,8mm 30m	1		
Hikvision 16-Ch Embedded NVR. 160Mbps Bit Rate Input Max (up to 16-ch IP video), 2 SATA interfaces, 380 1U case, alarm I/O: 4/1 Non POE	1		
1TB HDD WD	1		
UTEPO 8 Port Gig 12v input switch	2		
SOLAR SOLUTION			
BATTERYBOX Blue Large	1		
Battery Box Pole Mount Bracket (L)	1		
Solar bolt & Nuts 6mmx 25mm	4		
220W Prime module	1		
MPPT blue solar charge Controller 75/15 (AC/DC)	1		
Deep Cycle 100A Gel, Solar Enerby	1		
Connector set Black	1		
Pre-developed Mastmount single pole	2		

DESCRIPTION	QTY	UNIT PRICE (Incl. VAT)	TOTAL PRICE (Incl. VAT)
SOLAR SOLUTION (Continued)			
Ubolts 50	1		
Solar CAB Strut 1,5mm Channel 1m	2		
Red and Black 6mm Solar Cable P/M P/C	4		
Lugs 10 x10mm	2		
12mm Washer	4		
12mm Nuts	4		
Threaded Rod 12mm	1		
WIFI SOLUTION			
Raygee 2,4gig Bridge kit	1		
Passive PoE Injector and Splitter Set	4		
Mast bracket econ wall extension Antennae 38mm	1		
Ubolts 50mm	2		
ACCESSORIES SOLUTIONS			
Bosal (2m) 50mm	1		
115X115X48MM mm Square mount	1		
CAT6 RJ45 Connector	12		
CAT6 indoor 100m cca	1		
Coach Screws 10x75mm	2		
Insulation tape	1		
Lockwing adapters 20mm	3		
TV Monitor 32l	1		
Wallmount Brackets Monitor	1		
Sprague 1m	2		
PVC Glands	4		
Cable Tie 50 (39cm x 7.6mm)	1		

COSTING SUMMARY	AMOUNT
CCTV / LPR CAMERA SYSTEM SOLUTION	
SOLAR SOLUTION	
WIFI SOLUTION	
ACCESSORIES SOLUTIONS	
INSTALLATION COST	
TRAVEL COST	
TRAINING COST	
TOTAL PROJECT COST:	

NB: Please Note: Round off to the last two (2) decimals

Price of delivery must be included in the price

VALUE ADDED TAX

Where the value of an intended contract will exceed R 1 000 000,00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.

The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R 3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005. The VAT registration number of the Laingsburg Municipality is **4000846362**.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

LAINGSBURG MUNICIPALITY	
Form of Offer and Acceptance	
FWPQ Number:	SCM/8/2 - FWPQ-01-06-2024
FWPQ Description:	Supply, delivery and installation of a LPR camera system
1. Part A: OFFER	
1.1. The Laingsburg Municipality has solicited offers to enter into a contract in respect of the abovementioned works. 1.2. The bidder, identified in the Offer signature block, has examined the draft contract as listed in the Acceptance section and agreed to provide this Offer. 1.3. By the representative of the Bidder, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Bidder offers to perform all of the obligations and liabilities of the Laingsburg Municipality under the contract, including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.	
2. THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:	
3. This Offer may be accepted by the Laingsburg Municipality by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer, whereupon the Tenderer becomes the party named as the Contractor in the conditions of contract	

Signature(s)			
Name(s)			
Capacity			
For the tenderer:			
	<i>(Insert name and address of organisation)</i>		
Name of witness:		Date	
Signature of witness:			

LAINGSBURG MUNICIPALITY	
Form of Offer and Acceptance	
FWPQ Number:	SCM/8/2 - FWPQ-01-06-2024
FWPQ Description:	Supply, delivery and installation of a LPR camera system
4. Part B: ACCEPTANCE	
4.1. By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.	
4.2. Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.	
4.3. It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.	

Signature(s):			
Name(s):			
Capacity:			
For the Employer:	Laingsburg Municipality 02 Van Riebeeck Street LAINGSBURG, 6900		
Name of witness:		Date:	
Signature of witness:			

DECLARATION BY BIDDER				
I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of bid of this bid form and that I / we accept the conditions in all respects.				
I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of *my / our tender and that I / we elect domicillium citandi et executandi in the Republic at:				
I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender: that the price quoted cover all the work items specification in the tender documents and that the price cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.				
NAME (PRINT)			SIGNATURE	
CAPACITY			DATE	
NAME OF ENTERPRISE				
WITNESS 1		WITNESS 2		