

NAMC RFQ1610: APPOINTMENT OF OFFICE ALARM SECURITY COMPANY FOR A PERIOD OF THREE (3) YEARS FOR THE NATIONAL AGRICULTURAL MARKETING COUNCIL (NAMC)

BID NUMBER: NAMC RFQ1610

CLOSING DATE: 21 JANUARY 2026 @ 11H00

PHYSICAL COMPULSORY BRIEFING SESSION: 19 JANUARY 2026 @ 11H00

Briefing address: NAMC, Hillcrest Office Park, 177 Dyer Road, Barbet place, Ground floor, Hillcrest, Pretoria, 0083

VALIDITY PERIOD: 90 DAYS

1. INTRODUCTION

The National Agricultural Marketing Council (NAMC) is a statutory body established in terms of the Marketing of Agricultural Products Act, 1996. The main function of the council is to advise the Minister of Agriculture on issues relating to the marketing of agricultural products.

2. SPECIFICATION

2.1 SCOPE

The prospective service provider is expected to provide the following services:

- Armed Response (valid gun license)
- Monitoring and Armed reaction 24 hours 7 days
- Connect the alarm system and link to control room
- Monitor the alarm response
- Provide monthly reports with regard to security management status
- Provide patrol services
- Communicate with NAMC appointed resource in case of any emergency
- Install alarm system and provide monthly reports or as and when required

- Repair Alarm when faulty
- Provide maintenance to alarm

Office is situated at:

NAMC, Hillcrest Office Park, 177 Dyer Road, Barbet place, Ground floor, Hillcrest, Pretoria, 0083

2.2 ADMINISTRATIVE REQUIREMENTS

Pre-Qualification Requirements	Check list ✓ Tick each box
SBD 4: Completed, attached and signed	
SBD 6.1: Completed, attached and signed	
Terms of Reference document: Completed, attached and signed	
General Conditions of Contract: Initialled and attached	
Proof of registration on Central Supplier Database (managed by National Treasury) a report not older than a month of the date of submission must be submitted	

2.3 MANDATORY REQUIREMENTS:

MANDATORY DOCUMENTS	ATTACHED: Tick ✓	
	YES	NO
<p>1. Mandatory document</p> <p>Provide at least three (3) references of services provided in relation to verification services. Such references are to be submitted on a company letterhead indicating the type of project(s) and when they were carried out.</p> <p>How many letters attached:</p>		

2. Mandatory document		
Submit valid Company's PSiRA certificate Private Security Industry Regulation Act		

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2.4 Pricing schedule:

SERVICE	YEAR1	YEAR2	YEAR3
<ul style="list-style-type: none"> Full package of Armed Response and Monitoring and Armed reaction 24 hours 7 days as per specification 	R	R	R
Other costs	R	R	R
TOTAL FOR 3 YEARS (EXCL VAT) YEAR1+YEAR2+YEAR3			R
TOTAL FOR 3 YEARS (INCL VAT) YEAR1+YEAR2+YEAR3			R

3. TIMEFRAME

THE CLOSING DATE FOR QUOTE SUBMISSION IS ON TUESDAY THE 21 JANUARY 2026 AT 11H00

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Briefing address: NAMC, Hillcrest Office Park, 177 Dyer Road, Barbet place, Ground floor, Hillcrest, Pretoria, 0083

PLEASE NOTE:

- a. Do not render any service without an official purchase order from the NAMC. The NAMC will not be held accountable for any liability or financial losses should there be Failure to adhere to this instruction.

4. REQUIREMENTS IN TERMS OF THE QUOTATION PROPOSAL:

- a. The quotation should be directed at the National Agricultural Marketing Council (NAMC)
- b. The quotation must be valid for 90 days
- c. The quotation must be signed by a supplier, on the company official letterhead.
- d. The quotation should be inclusive of logistics costs and VAT (If the supplier is VAT registered)

PLEASE NOTE:

- e. If the price quotation doesn't demonstrate the above attributes, the quotation might be disqualified.
- f. Where the recommended bidder is non-tax compliant, the bidder will be notified in writing and a period of 7 working days will be granted to a supplier to resolve their tax obligations with SARS. (However, this principle may be compromised depending on the nature of the services requested).
- g. The supplier is required to complete and submit SBD 4 (Bidder's Disclosure)
- h. The quotations between R 2 000.00 to R 1 000 000.00 including all applicable taxes will be evaluated on the 80/20 preference points scoring system. The lowest acceptable price will score 80 points, the 20 specific goals points will be allocated as follows:
- i. N:B - Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids to substantiate their specific goal as stated below. However, Bidders who do not submit B-BBEE Status Level Verification Certificates do not qualify for specific goals points but they will not be disqualified from the bidding process.

SPECIFIC GOAL	TOTAL POINTS
Percentage (%) Black Ownership	Points (10)
91-100	10
81-90	9
71-80	8
61-70	7
51-60	6
41-50	5
31-40	4
21-30	3
11-20	2
1-10	1

SPECIFIC GOAL	TOTAL POINTS
Percentage (%) Ownership By Women	Points (4)
81-100	4
51-80	3
31-50	2
1-30	1
Percentage (%) Ownership By Youth	Points (4)
81-100	4
51-80	3

6

31-50	2
1-30	1
0	0
Percentage (%) Ownership By People With Disability	Points (2)
51-100	2
1-50	1
0	0

5. **DELIVERY ADDRESS FOR THE SERVICE**

- NAMC, Hillcrest Office Park, 177 Dyer Road, Barbet place, Ground floor, Hillcrest, Pretoria, 0083

6. **ENQUIRIES AND SUBMISSION OF QUOTATIONS**

For more information relating to Supply Chain Management and submission of quotations:

Rfq@namc.co.za or 012 341 1115

7. **EVALUATION CRITERIA AND COMPLIANCE VERIFICATIONS**

- a. Tax compliance status verification through the Central Supplier Database (CSD) or SARS website using Tax Pin prior to the awarding of price quotation will be conducted.

8. MEDIUM OF COMMUNICATION

All documentation submitted in response to this RFQ must be in English.

9. COST OF PROPOSAL

Tenderers are expected to fully acquaint themselves with the conditions, requirements, and specifications of this RFQ before submitting proposals. Each bidder assumes all risks for resource commitment and direct or indirect expenses of proposal preparation and participation throughout the RFQ process. NAMC is not directly or indirectly responsible for any costs incurred by tenderers.

10. CORRECTNESS OF RESPONSES

10.1 The bidder must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFQ. The prices and rates quoted must cover all obligations under any resulting contract.

10.2 The bidder accepts that any mistakes regarding prices and calculations will be at their own risk.

11. VERIFICATION OF DOCUMENTS

11.1 Bidders should check the page numbers to ensure that none are missing or duplicated. NAMC will accept no liability for anything arising from missing or duplicated pages.

11.2 Only one electronic copy of the proposal must be submitted via email to RFQ@namc.co.za. If the bidder sends more than one proposal, the first submission shall take precedence should it have yet to be recalled/withdrawn in writing by the bidder.

12. ADDITIONAL TERMS AND CONDITIONS

12.1 A tenderer shall not assume that information and/or documents supplied to NAMC, at any time before this request, are still available to NAMC, and shall consequently not make any reference to such information document in its response to this request.

12.2 Copies of any affiliations, memberships, and/or accreditations that support your submission must be included in the tender.

12.3 An omission to disclose material information, a factual inaccuracy, and/or misrepresentation of fact may result in the disqualification of a tender or cancellation of any subsequent contract. 12.4 Please comply with all the terms and conditions in this document to ensure the proposal is valid.

13. NAMC RESERVES THE RIGHT TO:

- 13.1 Extend the closing date.
- 13.2 Verify any information contained in a proposal.
- 13.3 Request documentary proof regarding any tendering issue.
- 13.4 Appoint one or more service providers, separately or jointly (whether they submitted a joint proposal).
- 13.5 Award this RFQ as a whole or in part.
- 13.6 Cancel or withdraw this RFQ as a whole or in part

14. POPIA Protection of Personal Information

All bidders agree that personal information of persons related to or linked with bidders or respondents to this request for proposals may be required to fulfil the requirements for submitting a bid. All bidders agree that the NAMC may collect, keep and process such information provided that the aforesaid uses shall be for purposes of evaluating the bid submitted. Where the information is sought to be used for other purposes, further and specific consent shall be obtained.