

Functional requirements		Functionality	
		Technical	Weightings
			100%
		Minimum Threshold	80%
1. MANDATORY - TENDER RETURNABLES NB: THE MANDATORY ITEMS FROM 1 TO 7 MUST BE FULLY COMPLIED WITH, VALID DOCUMENTS NEEDS TO BE SUBMITTED (YES TO ALL). Tenderers who do not submit these mandatory tender returnable will be disqualified.			
ITEM			YES/NO
1.	Company registered with PSIRA as a security service provider - Valid at time of tendering Tender returnable: submit a certified copy of PSIRA Certificate		
2	PSIRA certificate/s for company directors (Grade B) – valid at the time of tendering Tender returnable: submit certified copies of PSIRA certificates for company directors		
3	PSIRA letter of good standing. - Valid at time of tendering Tender returnable: certified copy of letter of good standing		
4	- Department of labour letter of good standing for COIDA - valid - Confirmation of Provident Fund. PSSPF membership and letter of good standing - valid - Confirmation that the company is registered for UIF (UIF number) Tender returnable: All copies must be certified		
5	Confirmation of Business address Tender returnable: Lease agreement/title deeds/municipal statement for services		
6	The security company must possess a minimum R20m public liability insurance cover from a reputable insurer or financial service provider and a valid confirmation letter issued by the insurer/ financial service provider in the tender submission or a letter of intent from a financial service provider reflecting the minimum required amount. Tender returnable: valid letter with letter heads from the insurance company		
7	Company accreditation with Central Firearm Registry (CFR) by juristic person. - Letter from CFR and verify against Firearm register. (Note the number of firearms available that can be committed to the tender in question) Tender returnable: Letter from SAPS confirming ownership of firearms by the company		
All services providers who will be handling firearms are expected to be compliant to the table below:			
ITEM			YES/NO

Company accreditation with Central Firearm Registry (CFR) by juristic person. - Letter from CFR and verify against Firearm register. - Valid firearm licenses for all		Registration number received from SAPS Firearm license valid for five years	
7.1.	Appointment of the responsible person (Armory Manager) if not company owner must be in writing.	Details and appointment letter of the responsible person if not the owner - Certified copy of identity documents	
7.2.	Firearm competency certificates of owner or appointed responsible person– all prescribed firearms.	SAPS Competency Certificate –valid for 5 years Accredited Training certificates for use of firearms for business purposes	
7.3.	Training records of owner or appointed responsible person for handle and use of firearms for business purposes – all prescribed firearms and Knowledge of Firearm Control Act (FCA) from a SASSETA accredited institution.	Accredited Training certificates for use of firearms for business purposes: - Unit standards: - 123511 - Handle and use a self loading carbine for business purposes. - 123514 - Handle and use a shotgun for business purposes. - 123515 - Handle and use a handgun for business purposes. - 117705 - Legal aspects i.t.o FCA	
7.4.	Annual competency assessment records for owner or appointed responsible person (Armory Manager) and armed guards. (Reg. 21)	Annual refresher training records and Training matrix /plan	

Functional requirements	Note the requirements for technical functional scoring hereunder				
	Functionality			Weightings	
	Technical			100%	
	Minimum Threshold			80%	
DESKTOP/ON-SITE EVALUATION					
COMPANY PROFILE (20/100)	EXPLANATION		SCORE	MAX ITEM SCORE	EVIDENCE
					Tender Returnable (Submitted File)
Experience in rendering/providing security services within the security industry in the past 24 months.	Is the company able to provide at least three (3) letters of references or contracts or appointment letters for similar services rendered in the industry?			20%	3 letters or more for current contracts (not older than 24 months). Original or certified copies
	2 letters for current contracts that are 24 months and older			10	2 letter for current contracts that are 13 months or older (Original or certified copies)
	1 letter for current contracts that is 24 months and older			5	1 letter for current contracts that is 13 months and older (Original or certified copies)
		Section Sub-total		20	

RESOURCES - Manpower (15/100)			SCORE	MAX ITEM SCORE	Tender Returnable (Submitted File)
Does the company have the required recruitment strategy or capability to recruit the required numbers?	Proof of organisation's ability to recruit specialised security operators.			5	Recent Company recruitment policy or strategy, PSIRA listing & company HR list
	Organisation's Operational plan detailing how specialised services are rendered			5	Copy of existing operational detailing how tactical security, security systems and technology are integrated to deliver an effective and specialised security service.
	Training records of tactical security operational officers and references demonstrating experience in similar work Records for 20 personnel in the employment of the company.			5	Proof of training records, CVs and references
		Section Sub-total		15	
RESOURCES - Operational Room / Operational equipment (20/100)			SCORE	MAX ITEM SCORE	ON-SITE EVALUATION
Is the control room locally established, fully equipped and operational and capable of rendering the required services?	Does the control room meet Eskom requirements? Refer to attached Control room checklist			5	Inspect the facility using Eskom's security control room checklist

	Is the operational room operating 24 Hour/ 7 days a week and able to monitor all vehicles, alarm system and guards on duty?			5	On site demonstration and observation of services rendered. 24 hour duty roster displayed
	Are there radios and radio communication capability or use of similar reliable devices e.g PTT, surveillance systems capability and monitoring systems (including existing videofide alarm systems)			5	On site demonstration and observation (e.g. test the device against an operational site)
	Does the company have capability to provide specialised security equipment and system (e.g. Body armour, Tactical body Shield, Helmet & Extraction gloves)			5	On site demonstration and observation of equipment in the possession of the company.
		Section Sub-total		20	
RESOURCES - Vehicles (30/100)			SCORE	MAX ITEM SCORE	Tender Returnable/ON-SITE
Does the company have Armored Personnel Carriers (vehicles) capable of carrying a minimum of eight (8) people, registered under company name, utilised for security services.	Does the company have such vehicles with specifications outlined in the scope of work that are currently being used for security services?			10	Certified copies of vehicle registration certificates for company vehicles must be submitted. Proof of any changes in ownership must also be submitted. Proof of valid lease and rental agreements in the name of the Company must also be submitted (also refer to armoured vehicle specification)

	Are the vehicles branded with company logos?			5	Inspect vehicles on site
	Are the vehicles equipped with functioning communication capability and surveillance systems ?			5	Test communication equipment on site
	Do the vehicles meet all Eskom safety standards? (e.g. Roadworthiness)			5	Check availability of first aid box, fire extinguisher, safety belts
	Is Vehicle fitted/equipped with Tracking systems?			5	Print-out reports demonstrating such systems/inspect system on site
		Section Sub-total	0	30	
FIREARM COMPLIANCE (15/100)			SCORE	MAX ITEM SCORE	Tender Returnable/ON-SITE
The supplier must own appropriate operational firearms (pistols, shotguns & rifles) that are registered with the CFR in the company name, are properly maintained and the supplier must comply with the provisions of the firearms Control Act (No revolvers)	Does the supplier own licenced firearms (pistols & shot guns) and is the supplier in possession of valid licences per firearm and appropriate competency certificates i.r.o all types of firearms in the company possession? Is there proof that the firearms are maintained? Handguns = 36 Shotguns = 36 Rifles = 15			10	Original/Certified copies of firearm licences, gunsmith reports and competency certificates may be submitted with the tender or validated during site inspections
	Is there a mounted firearm safe/strong room that is SAB compliant			5	Inspect the safe/strong room on site

		Section Sub-total	0	15	
GRAND TOTAL				100	