



INVITATION TO BID

**YOU ARE HEREBY INVITED TO BID FOR THE SUPPLY, DELIVERY AND INSTALLATION OF ALARM SYSTEM AT OFFICES OF
EMPLOYEE HEALTH & WELLNESS PROGRAMME [EHWP] IN FIELD STREET, KIMBERLEY**

BID NUMBER: NC/SOC/PROV-RFQ/017/2025

CLOSING DATE: 2025-09-15

CLOSING TIME: 11:00

VALIDITY PERIOD 60 DAYS

The PREFERRED bidder(s) will be required to enter into a service level agreement with the Department

BID DOCUMENTS MAY BE POSTED TO: Private Bag X 5042, Kimberley, 8300

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS): Latlhi Mabilo Complex, Block C, 257 Barkly Road, Homestead, Kimberley.

Bidders should ensure that bids are delivered timely to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED).

NO FAXED OR E-MAIL BID DOCUMENTS WILL BE ACCEPTED.

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS,
2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO SHALL RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER

E-MAIL ADDRESS

CSD SUPPLIER NUMBER

VAT REGISTRATION NUMBER

HAS A VALID TAX COMPLIANCE STATUS PIN [Tender – **NOT** Good Standing] BEEN SUBMITTED? (NCP 2) ☐ YES or ☐ NO

This bid will be evaluated using the 80/20 point system as required by the Preferential Procurement Regulations of 2022. Please refer to
NCP 6.1 for the allocation of points for specific goal.

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED?

☐ YES or ☐ NO

IF YES, ENCLOSE PROOF – AN ORIGINALLY CERTIFIED COPY IS REQUIRED:



INVITATION TO BID

SIGNATURE OF BIDDER:

DATE:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

TOTAL BID PRICE: R

ENQUIRIES MAY BE DIRECTED TO:

Department: Social Development, Northern Cape Provincial Government

Contact Person for RFQ documents: Kedi Flatela

Telephone no: 053 – 874 9180

Email address: kflatela@ncpg.gov.za

Contact person for technical specifications: Mr Wandile Nodoba

Telephone no: 053 874 9226/9186

E-mail address: wnodoba@ncpg.gov.za



SPECIFICATION FOR ALARM SYSTEM AT EHWP OFFICES IN FIELD STREET, KIMBERLEY

ALARM SYSTEM

1. The overall site security alarm system that must be installed at Field Street must comprise of the following major sub-elements:

- Detection;
- Audible alarm; and
- Response

2. DETAILED SPECIFICATIONS FOR THE ALARM SYSTEM

- 2.1 **9 x Intrusion detection sensors:** Installation in the passage, reception and vulnerable rooms.
- 2.2 **Tamper protection:** (Paradox 5050 wireless system eliminates tampering on wireless and circuitry) this is to minimize the possibility of someone tampering with circuitry and associated wiring.
- 2.3 **Access/Secure mode (remote controlled):** (32 Zone LED keypad) the alarm must be equipped with a remote control for activation/de-activation.
- 2.4 **4 x Panic buttons:** (Glow in dark panic buttons) must be installed in strategic positions.
- 2.5 **Door magnets:** (Standard door magnets) At all external entrances.
- 2.6 Audible alarm device and visual display of the alarm system.
- 2.7 The security alarm system must include a maintenance plan of 24 months

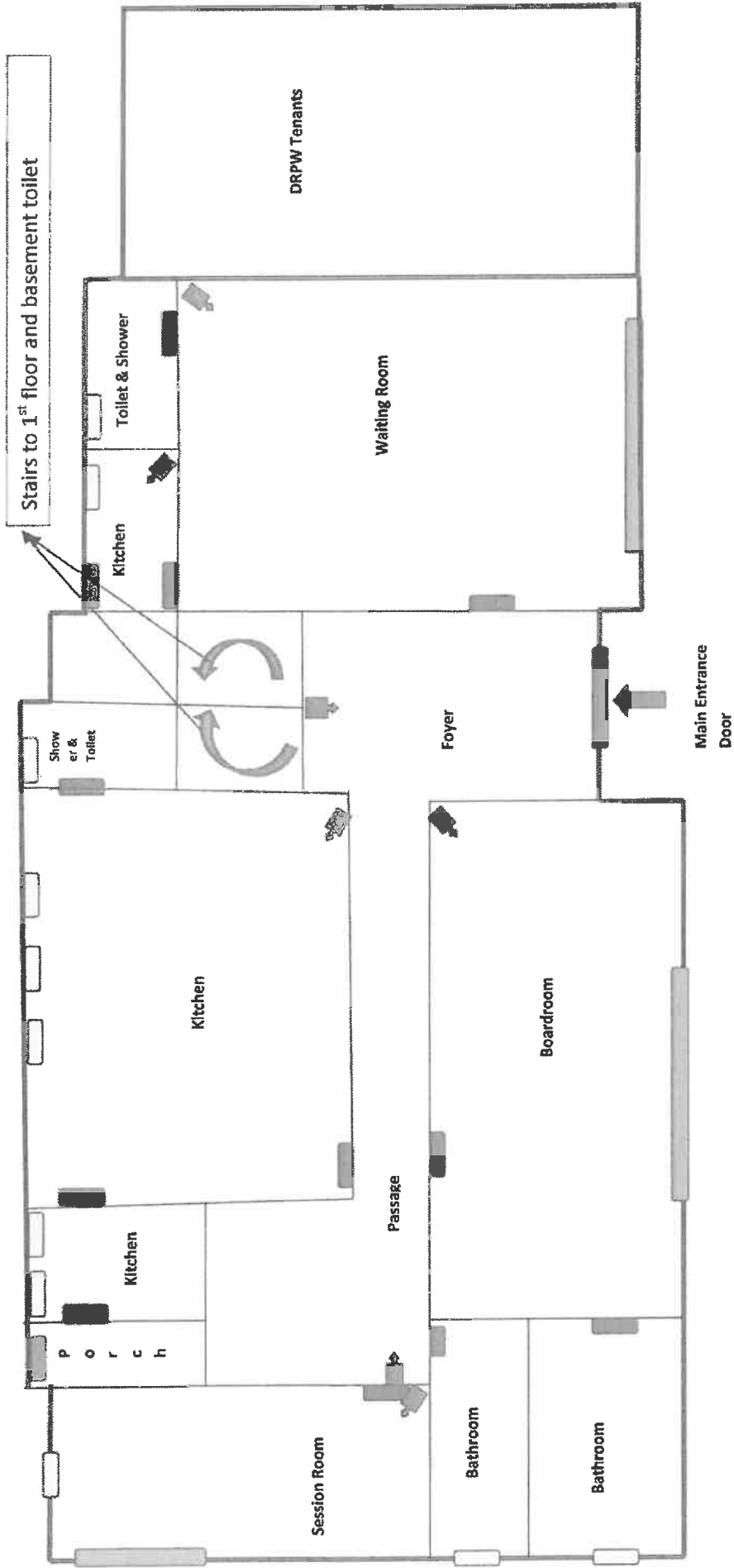
Cost summary for the supply, delivery & installation of the alarm system:

Total cost for items		
Total Labour cost [overhead cost]		
Grand Total cost including VAT		
Cost for maintenance plan of 24-months [per month]		

NB: The specifications above will also depend on a site inspection with the security companies for the best protection option.

ALARM SYSTEM LAYOUT PLAN

Ground Floor



- Sliding Doors
- External Doors
- Internal Doors
- Windows
- 9x Alarm Sensors

First Floor

Kitchen/ Storeroom

Office

Office

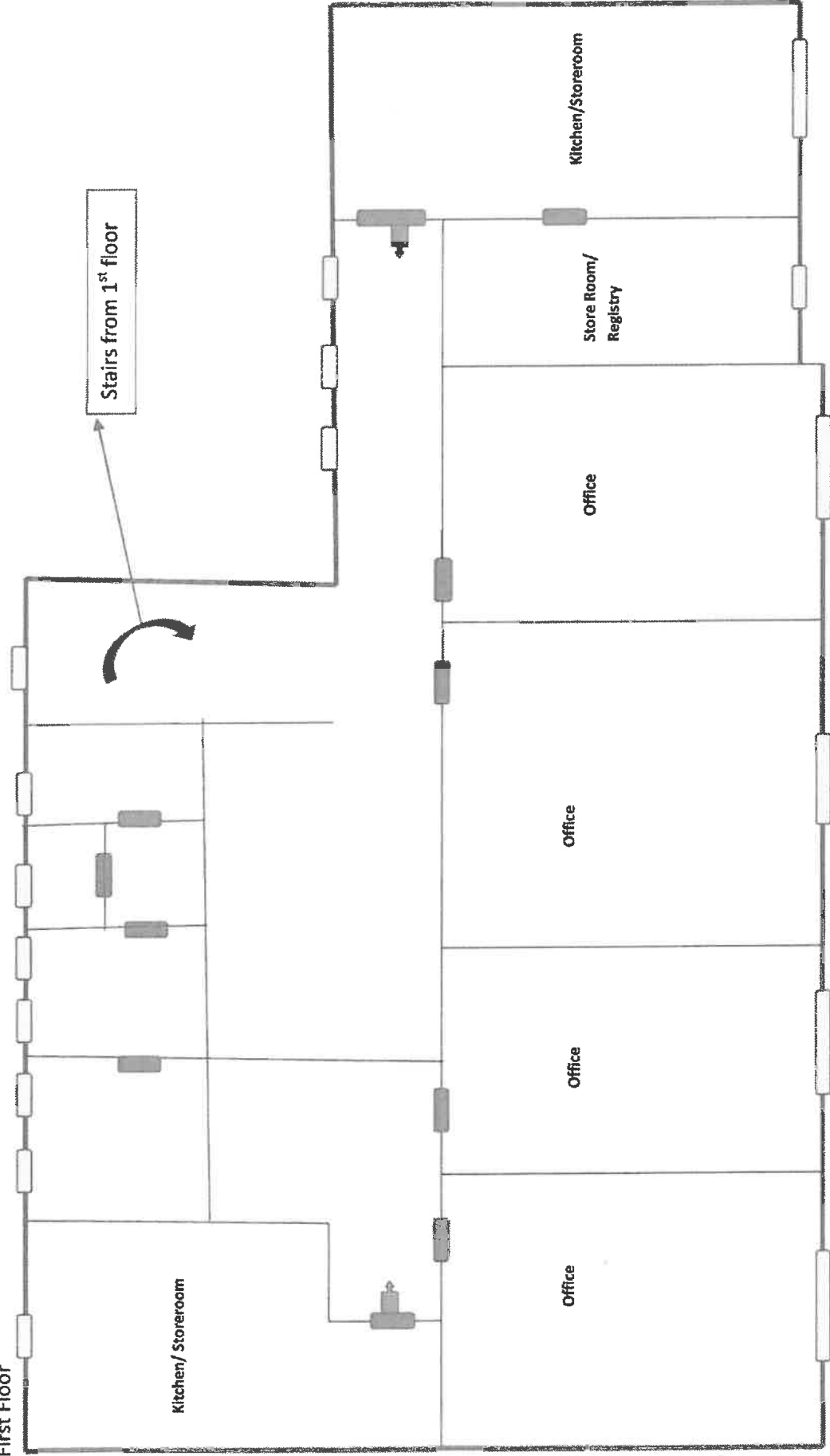
Office

Office

Store Room/
Registry

Kitchen/Storeroom

Stairs from 1st floor



**PRICE SCHEDULE – FIRM PRICES (PURCHASES)****IMPORTANT NOTE:**

- **ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED.**
- Prices must include value added tax (VAT).
- Bidders may only include VAT in the price if they are registered for VAT.
- Use only black ink to complete this form (NCP 3)
- This NCP 3 form must be fully completed, signed and witnessed

Name of Bidder:

Bid Number: **NC/SOC/PROV-RFQ/017/2025**

Closing Date: **2025-09-15**

Closing Time: **11:00**

Validity Period: **60 days**

SUPPLY, DELIVERY AND INSTALLATION OF ALARM SYSTEM AT OFFICES OF EMPLOYEE HEALTH & WELLNESS PROGRAMME [EHWP] IN FIELD STREET, KIMBERLEY [see attached specification]

Transfer pricing from specification document to here

Item no.	Quantity	Description:	Unit Price VAT Inclusive	Total Price VAT Inclusive
1	1	Alarm system		
All Inclusive Total price				
2	1	Maintenance plan of security alarm system commencing 1 year after expiry of warrantee for 24 months [Price per month]		
Training and skills transfer				
The successful service provider shall be expected to provide training on the operation and functionality of the alarm system installed to officials or security personnel identified by the department				
Number of work days required to commence with service after receipt of official order		 Working days

EVALUATION CRITERIA:

- 1 Bidders are required to endorse this completed NCP 3 – Pricing Schedule with their company stamp so as to legitimize it **OR** submit a price quotation on your company's letterhead.
- 2 The preferred bidder may not submit variation orders afterwards – prices offered must be firm. **All overhead costs must be included in the price.**
- 3 **Service provider to submit an accredited alarm installation qualification / certification on the date and time of RFQ closure.**



- 4 Compliance form NCP 4: Bidder's Disclosure as well as NCP 1: Invitation to bid must be fully completed and signed
- 5 **This RFQ will be evaluated using the 80/20 point system as required by the Preferential Procurement Regulations of 2022. Please refer to NCP 6.1 for the allocation of points for specific goal.**
- 6 Bidders are required to submit their detailed **Central Suppliers Database (CSD) registration report** (not the summary report) together with the bid document. **The date of the report must be the latest i.e. at least 5 days before RFQ closure.**
- 7 Please be advised that this is not an order. Approved suppliers will be notified and informed through an official signed off order.
- 8 The Department reserves the right to appoint without notifying the unsuccessful supplier.
- 9 The Department reserves the right to cancel/withdraw the quotation before appointment at any given time.

10 **CONFIRMATION OF PRICES**

I, the undersigned (full names & surname in print) authorised representative responsible for completion of bid document:

.....

Certify that the prices offered are firm and that I have read directives 1 – 9 on this price schedule, NCP 3.1

SIGNED AT.....ON THIS..... DAY OF (month) 2025,

position / designation in bidding company

IN THE PRESENCE OF THE UNDER MENTIONED WITNESSES:

AS WITNESS

1.....
SIGNATURE: WITNESS

.....
WITNESS: PRINT NAME & SURNAME

2.....
SIGNATURE: WITNESS

.....
WITNESS: PRINT NAME & SURNAME

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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.

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.

Full Name	Identity Number	Name of State institution

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**

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.

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;
- 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.

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.

NCP 4 (New revised 20220401)

- 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 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

1.3.1.2 SPECIFIC CONTRACT PARTICIPATION GOALS

20

Specific Goal	Points allocated	Evidence (proof) to be submitted to claim the points
Youth	5	Bidders must submit the latest full Central Supplier Database [CSD] report. <u>The date of the report must be the latest i.e. at least 5 days before RFQ/Bid closure.</u>

Women	3	Bidders must submit the latest full Central Supplier Database [CSD] report. <u>The date of the report must be the latest i.e. at least 5 days before RFQ/Bid closure.</u>
People living with disabilities	2	Submission of signed-off letter by a Medical Practitioner [Doctor's letter] indicating whether the disability is temporary or permanent. Affidavit detailing the above will also be acceptable.
Black bidder <i>[persons, or category of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability]</i>	10	Bidders must submit the latest full Central Supplier Database [CSD] report. <u>The date of the report must be the latest i.e. at least 5 days before RFQ/Bid closure.</u>
Total points	20	

- 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:

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

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:

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

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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Youth	NOT APPLICABLE	5	NOT APPLICABLE	
Women		3		
People living with disabilities		2		
Black bidder		10		

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:

