

## T1.1 – TENDER NOTICE AND INVITATION TO TENDER

On behalf of the department of Correctional Services (DCS), the Independent Development Trust (IDT) invites tenders for the “36 Month Contract: Repair and Maintenance on Integrated Security Systems (ISS)” at the following correctional centres:

1. Embongweni Maximum Correctional Centre (Kokstad Management Area)
2. Kokstad Medium B Correctional Centre (Kokstad Management Area)
3. Napierville Medium A Correctional Centre (Pietermaritzburg Management Area)
4. Qalakabusha Correctional Centre (Empangeni Management Area)
5. Tswelopele Correctional Centre (Kimberly Management Area)
6. Standerton Correctional Centre (Standerton Management Area)
7. Gqeberha North End Correctional Centre (St Albans Management Area)
8. Tzaneen Correctional Centre (Tzaneen Management Area)

The evaluation of the tender will be carried out in three (3) phases;

### PHASE ONE: MANDATORY REQUIREMENTS/DOCUMENTATION

Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

(Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration. Use of correction fluid is prohibited.) Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed, and signed in black ink, (All as per Standard Conditions of Tender and as per the specific condition of this tender document).

1. Submission of completed and signed Invitation to Bid (SBD1)
2. Submission of signed Bidder's Disclosure (SBD 4)
3. Compliance with pre-qualification criteria for Preferential Procurement (SBD 6.1)
4. Declaration Certificate for Local Production and Content for Designated Sectors (SBD 6.2)
5. Original Certificate of Authority for Signatory
6. CIDB grading 8 or higher in class EB (Electrical Building) or ME (Mechanical Engineering)
7. Submission of Notarised JV Agreement/Contract signed by all parties (legal entity or consortium/joint venture), authorising a dedicated person(s) to sign documents on behalf of the firm/ joint venture / consortium
8. Contractor's Certified Copy of Registration of Incorporation or Company Registration Documents (CIPC)
9. Valid Letter of Good standing with Compensation for Occupational and Injuries Diseases Act (COIDA) Registration Certificate or FEMA certificate number.
10. Acknowledgment of Addenda to the tender document
11. Signed confidentiality declaration
12. Certified proof of Registration of the tendering entity with Private Security Industry Regulatory Authority (PSIRA)
13. Tenderer to provide proof of professional registration with ECSA, of the Lead Maintenance Engineer as Pr. Technologist or Pr Engineer qualified as Electrical and/or Mechanical Engineer.
14. Submission of signed Form of Offer and Acceptance (in black ink)
15. Submission of the fully priced Activity Schedule (complete document inclusive of all parts)
16. Subcontracting commitment of a minimum of 30% of the value of the contract to an EME or QSE with at least 51% ownership by black people.

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17. Attendance of compulsory tender briefing meeting and signing of the attendance register.
18. Submission of fully completed and signed "GENERAL SPECIFICATION" (in black ink), bidders failing to accept with an "Yes" each general specification listed under session **C3.2.5** will not be considered as an acceptable bid.
19. Submission of fully completed and signed Annexures 4, 5, 6 and 7 for each site/centre.

In addition, bidders who falls under the following criterial will result in direct disqualification of the bid:

- i. If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- ii. The Tenderer or any of its directors/ partners/ members/ principals are 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): Tenderer to provide a sworn affidavit confirming that they are not listed as a tender defaulter in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- iii. In the case of a Bidder, who during the last ten (10) years has been Terminated on Previous Contracts with the IDT shall result in disqualification of the bid.

A submission of the tender by the Tenderer in response to this invitation will be deemed to be acceptance of the IDT's Standard Conditions of Tender as contained in the CIDB Standard for Uniformity in Construction Procurement (2015) as published in Government Gazette No 38960, Board Notice 136 Government Gazette of 10 July 2015 (see [www.cidb.org.za](http://www.cidb.org.za)) as amended on August 2019.

## PHASE TWO: FUNCTIONALITY CRITERIA

The functionality criteria and maximum score in respect of each of the criteria are as follows:

Criteria	Points Allocation
1. Experience on similar projects.	30
2. Client References	10
3. Qualification, Experience and Competencies of key staff	35
4. Safety, Health, Environment and Quality Resources	10
5. Financial Standing and Rating	15
<b>TOTAL</b>	<b>100</b>

## PHASE THREE: PREFERENTIAL POINT SYSTEM

Only competent tenders who have reached or exceeded the minimum functionality threshold of 70% (70 points) will be evaluated on a 90/10 (Price / B-BBEE) points basis in terms of the Preferential Procurement Policy Framework Act of 2017.

In order to claim and be awarded B-BBEE points bidders must submit an original or an original certified copy of B-BBEE certificate issued by a SANAS accredited agency or by the Company and Intellectual Property Commission (CIPC). In cases of a Joint Venture, an original consolidated B-BBEE certificate issued by SANAS accredited verification agency will be accepted.

## STAGE OF AWARD

The following returnable documents shall be submitted together with the tender documents. Validity of this documentation will be verified at the time of award.

1. Proof of Central Supplier Database (CSD) registration.
2. Tax Compliance Letter with a unique pin

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**USER CLIENT****EMPLOYER****AVAILABILITY OF DOCUMENTS**

Documents will be available free of charge online from the 10<sup>th</sup> June 2022 on the following websites:

- Itender – [www.i-tender.co.za](http://www.i-tender.co.za)
- Etender – [www.etenders.gov.za](http://www.etenders.gov.za)
- IDT website - [www.idt.org.za](http://www.idt.org.za)

**BIDDERS QUERIES**

All queries relating to this tender may be addressed in writing to the e-mail: [DCS08tenders@idt.org.za](mailto:DCS08tenders@idt.org.za). No verbal or telephonic No verbal or telephonic queries will be attended to. Any attempt to verbally contact with the IDT's employee to influence outcome of this tender will lead to disqualification of the bid. All queries should be submitted eight (8) calendar days before the closing date. Queries sent after will not be acknowledged.

**COMPULSORY TENDER BRIEFING**

A compulsory tender briefing meeting with the representatives of the Employer will take place on the date and time specified on table below. All attendees (representatives per Tenderer) are to carry identification document to the tender briefing meeting. The Tenderer must be represented at the tender briefing meeting by a person who is suitably qualified and experienced to comprehend the scope of works and the implementation requirements. The tender representative must sign the attendance register that will be provided by the Employer. Bidders are required to attend all eight (8) briefing meetings as scheduled on table below. Bidders that fail to attend one of the briefing meeting will be disqualified.

Compulsory tender briefing schedule:

Province	Site Name / Location	Date	Time
KZN	Qalakabusha Correctional Centre	Mon 22/06/20	11:00 AM
KZN	Napierville Medium A Correctional Centre	Tue 22/06/21	11:00 AM
KZN	Kokstad Medium B Correctional Centre	Wed 22/06/22	9:30 AM
KZN	Ebongweni Max Correctional Center	Wed 22/06/22	12:30 PM
EC	PE North End Correctional Centre	Frid 22/06/24	10:00 AM
MP	Standerton Correctional Centre	Mon 22/06/27	11:00 AM
LP	Tzaneen Correctional Centre	Tue 22/06/28	11:00 AM
NC	Tswelopele Correctional Centre	Thur 22/06/30	11:00 AM

**CLOSING TIME**

The closing time for receipt of tenders is 12:00 Noon on **25 July 2022**. Tenders shall be submitted at:

"The IDT Head Office Tender Box"

The Physical Address delivery of Tender documents is:

IDT HEAD OFFICE  
Glenwood Office Park  
Corn. Oberon & Sprite Ave.  
Faerie Glen, Pretoria  
0081

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**USER CLIENT****EMPLOYER**

Bidders should fill out the tender register at a time and date the tender is dropped off in the IDT tender box.

**Disclaimer**

Telegraphic, telephonic, facsimile, email and late tenders will not be accepted.

Requirements for submission, sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

The IDT reserve the right not to appoint the lowest bid financial proposal, based on the outcome of the tender risk assessment.

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