



SCM Division  
Radio Park, Henley Road  
Auckland Park 2092  
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Private Bag X1  
Auckland Park 2006

REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ/LOG/2025/10248595/44
RFQ ISSUE DATE	14 NOVEMBER 2025
RFQ DESCRIPTION	APPOINTMENT OF A SUITABLE SERVICE PROVIDER FOR MAINTENANCE AND REPAIRS OF INTERIOR / EXTERIOR CCTV SYSTEM AND ACCESS CONTROL SYSTEM AND SECURITY EQUIPMENT (ON AN AS AND WHEN REQUIRED BASIS) AT SABC NORTH-WEST MMABATHO OFFICE FOR A PERIOD OF THREE (3) YEARS.
OPTIONAL BRIEFING SESSION & SITE VIEWING	<u>VIRTUAL BRIEFING SESSION ON MICROSOFT TEAMS</u> 21 NOVEMBER 2025 @ 10:00 – 11H00AM  24 NOVEMBER 2025 @ 11:00 – 12H00PM <u>VENUE: SABC NORTH-WEST</u> 761 DR MOROKA & LUTHULI DRIVE MMABATHO 2735
BRIEFING LINK	<a href="#">Join the meeting now</a>
<b>CLOSING DATE &amp; TIME</b>	<b>28 NOVEMBER 2025 AT 12H00PM</b>

Submissions must be electronically emailed to [RFQSubmissions@sabc.co.za](mailto:RFQSubmissions@sabc.co.za) on or before the closing date of this RFQ.

For queries, please contact [Blonde Ngoepe](mailto:Blonde.Ngoepe@sabc.co.za) via email: [Tenderqueries@sabc.co.za](mailto:Tenderqueries@sabc.co.za)

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

FAX NO. : \_\_\_\_\_

E MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NO: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

## NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:
  - **RFQ Number and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
  - receipt of incomplete bid
  - file size
  - delay in transmission receipt of the bid
  - failure of the Bidder to properly identify the bid
  - illegibility of the bid; or
  - Security of the bid data.

**NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS**

### NOTES ON OPTIONAL SITE VISIT

- Any bidder interested in attending the non-compulsory site inspection, which is set for **Monday, November 24<sup>th</sup>, 2025**, at the SABC North-West - (Reception Area), may do so at any time between **11:00 a.m. and 12: 00 p.m.**
- Report to Reception 15 Minutes before in order to make arrangements with the Protection Service to gain access to the Facility.
- Personnel representing the bidders are advised to wear Personal Protective Equipment (safety shoes) and please bring along your Id or Driver's license to gain access to the SABC North-West Facility

**FIRST PHASE – PREQUALIFICATION CRITERIA: MANDATORY DOCUMENTS**

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

	MANDATORY REQUIREMENT	COMPLY/ NOT COMPLY
1.	<b>Valid PSIRA &amp; SAIDSA Certificates for the company.</b> Bidders must provide an authentic PSIRA & SAIDSA registration certificates, and the certificates must be submitted with the bid on or before the date and time of bid closer.	

**NON-SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.**

## 1. REQUIRED DOCUMENTS

- 1.1 Submit proof Central Supplier Database (CSD) registration
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses. (Verification will also be done by the SABC internally).
- 1.3 Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters
- 1.4 Original or Certified copy of Valid BBBEE Certificate or Sworn affidavit (from SANAS accredited Verification Agency)
- 1.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.6 Certified copy of Shareholders' certificates.
- 1.7 Certified copy of ID documents of the Directors or Members.

**NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TAX MATTERS ARE NOT IN ORDER.  
NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TV LICENCE STATEMENT ACCOUNT IS NOT VALID.**

**NO CONTRACT WILL BE AWARDED TO ANY BIDDER WHO IS NOT REGISTERED ON THE CSD**

## 2. COMPANY OVERVIEW

South African Broadcasting Corporation (SABC) is a Public Entity founded in August 1936 and listed in terms of Schedule 2 of the Public Finance Management Act, Act No. 1 of 1999, as a public broadcaster in South Africa, and provides 19 radio stations as well as five television broadcasts to the general public.

## 3. BACKGROUND

The SABC NW has staff personnel capacity of about **177** people and an additional **100** people made up of office tenants. The SABC NW building has a full Access Control System and CCTV System. Currently the province does not have a valid service level agreement to render Maintenance and Repair of Interior/Exterior and Access Control System.

The SABC was declared as a National Key Points (NKP) site on 11 August 2006 under the National Key Point Act, Act 102 of 1980. The South African Broadcasting Corporation SOC Limited (SABC) in terms of the Control of Access to Public Premises and Vehicle Act 53 of 1985 and National Key Points Act, No 102 of 1980, as amended. SABC has employed various security technologies throughout its sites to ensure the security of its personnel, visitors and infrastructure and to comply with the National Key Point Act

## 4. REQUIREMENTS AND SCOPE OF SERVICES

### Overview of the work

The Works for this Contract comprises the preventative maintenance, technical support, supply of spares and repairs of Access and Security equipment at SABC North-West (Mmabatho office). The Contractor will be responsible for carrying out all work under the contract in accordance with the drawings, specification and schedule of quantities. The drawings, specifications and schedule of quantities define the scope of this contract and indicate all work to be done.

### The Works in general comprises the provision of maintenance services including:

- Provision of all labour, material, tools, machinery, equipment, supplies, transportation, storage, utilities, appliances, hauling, hoisting, excavation, backfill, supervision and services necessary to maintain Access and Security equipment.
- Carrying out maintenance and repairs to the existing and new equipment.
- The service is required (4 times a year (Quarterly or as when required basis).

**Equipment information**

<b>Name</b>	<b>Product name</b>	<b>Number</b>
Access Control	Impro	<b>77</b>
Camera's dome	Hikvision /Dedicated micros CamVu	<b>38</b>
PTZ cameras	Hikvision/ Dedicated micros CamVu	<b>6</b>
Network Video Recorder HIKVISION	Hikvision	<b>4</b>
X-Ray machine	100100B-DV 160KV AUTOCLEAR X-RAY MACHINE  HP-SE6040C X-RAY MACHINE	<b>2</b>
Metal Detector	Garrett PD 6500	<b>2</b>
Turnstile	Turnstar	<b>2</b>
Roller/Sliding Shutter Doors	Steel Roller Doors	<b>14</b>
Boom gates	Boom-gate system/ Access blue	<b>5</b>

**Staff Expertise**

- At least **One (1) Supervisor**, comprehensive CVs must show a minimum of 5 years' experience in servicing and maintenance of CCTV and access control.
- At least One **(1) Technician**, comprehensive CVs with a minimum of 3 years' experience in servicing and maintenance of CCTV and access control.
- AND at least **One (1) Technician**, comprehensive CVs with a minimum of 3 years' experience in servicing and maintenance X-ray machines.

**4.1 The Maintenance Contract shall be divided in three parts as follows:****4.1.1 Preventative Maintenance**

The contractor will be responsible for carrying out preventative maintenance on the Access and Security Equipment on a scheduled basis in line with the manufacturer's manual. The preventative maintenance shall include but not limited to the following:

**A. CCTV****i) CCTV Kiosks**

- Check that each kiosk is labelled, and the labelling is legible
- Inspect the kiosk for rust, damage and crack

- Inspect the doors seals for damage
  - Check that grounding strap is in place
  - Clear vegetation around the kiosk
  - Vermin/insect control
- ii) **Camera Lenses And Enclosures**
- Clean the lenses and enclosure glass plate on both inside and outside.
  - Remove dirt, moisture or other foreign substances.
  - Check the lens focus and adjust accordingly
  - Check the camera field of view focus and adjust accordingly
  - Clean the casing and mounting components
  - Check for damage inside the enclosure, including insect damage, lightning damage, or other mechanical failure.
  - Check enclosure grounds are securely connected.
  - Check the camera seals and glands
  - Clean, wash/wipe units and wiper blades, if there are washer reservoirs fill them
  - Check that the cameras are securely attached
- iii) **Cables, Wires and Connectors**
- Inspect all cables, connectors, cables fixing and accessories for insulation damage, abrasions, cracks and deterioration
  - Inspect the wiring for loose connections and fraying that can disrupt transmission of power or data
- iv) **Mechanical Operation**
- Check that all PTZ cameras can still pan, tilt and zoom to their full capabilities.
  - Check that any rotating cameras can still rotate to the full extent of their capabilities.
  - Ensure that camera motion is smooth and unobstructed (no loud or harsh noise).
  - Ensure that cables do not interfere with the camera movement.
- v) **Motion Detectors**
- Clean and Check functionality
- vi) **Illuminators**
- Clean and Check functionality
- vii) **Network Switches, Poe Injectors, and Power Supplies**
- Verify functionality of network switches and POE injectors
  - Check the power supplies input and output voltages are within specifications
- viii) **Monitoring And Control Equipment**

- Check functionality
  - Check the monitors to ensure that the display is clear. Adjust the contrast settings if needed
  - Clean dust or grime from the monitor with the help of a microfiber cloth
  - Check the general condition of the wiring
  - Adjust and maintain the date and time stamp on the display
- ix) **Recording, Backup, Storage and Software Updates**
- Check functionality and clean the exterior of the NVR
  - Verify the recording date and time of NVR
  - Check that the license is still valid
  - Carry out video archives, backup and software updates

**Note: The service of this equipment is required quarterly or as and when required**

## B. ACCESS CONTROL

- i) **Boom-Gates**
- Check functionality
  - Inspect the cables, wiring, connectors and cable fixing for insulation damage, abrasions, cracks, deterioration
  - Clean and test the optical sensors
  - Inspect the battery terminals for loose connection and tighten accordingly
  - Check the battery voltage under load
  - Check battery charger output voltage
  - Tighten the nuts holding the pole to the boom-coupler
  - Ensure that the barrier is still bolted tightly to the plinth
  - Check that the barrier pole is level
  - Tighten the end-stops or replace them if necessary
  - Check the spring tension and adjust if necessary
- ii) **Turnstiles**
- Check the overall condition of the equipment (corrosion, age, wear and tear)
  - Ensure that the turnstiles operate as intended using the access control equipment
  - Check the condition and securement of the fitments
  - Inspect cable assemblies and power supplies for loose connections
  - Clean and test the optical sensor
  - Check all earth connections

## C. SECURITY SCREENING EQUIPMENT

### i) X-Ray Machines

- Check the Machine Power on and off indicators
- Check the X-Ray on and off indicators
- Check the X-Ray Generator controller led indicators (power-on, x-on indicator, overheating, over-voltage, over-current, under-voltage, under-voltage)
- Check X-Ray leakage dose
- Check the lead curtain of the entrance and exit
- Check the damage and loss of the belt
- Check whether the belt is loose.
- Check the belt roller
- Check whether there is oil leakage of the electronic roller
- Clean the photoelectric sensors
- Clean display and adjust the display brightness
- Check the keys on the keyboard
- Check the emergency stop button
- Check the cooling fan and the filter
- Check the cover plate of the equipment
- Check the safety switch
- Check the grounding
- Submit detailed maintenance reports of the work done, tests performed, test results, defects found, adjustments made and recommendations.

### ii) Metal Detectors

- Clean and Check functionality
- Clean the dust inside device, use damp, smooth cloth
- Check the operation of indication lights and alarms
- Submit detailed maintenance reports of the work done, tests performed, test results, defects found, adjustments made and recommendations.

**Note: The service of this equipment is required quarterly or as and when required.**

## D. ROLLER/SLIDING SHUTTER DOORS

- Perform full functional test
- Electronic monitoring

**Note: The service of this equipment is required quarterly or as and when required.**

**Note:** Service rates shall apply for all preventative maintenance as per values agreed on the maintenance contract. The Contractor shall not be entitled to claim for payment for scheduled items that have not been included in the monthly schedule and approved by the Employer or his representative. SABC reserves the right to remove security equipment from the schedule due to changes in operational requirements and the contract amount will be adjusted accordingly.

#### 4.1.2 Reactive Maintenance

The Contractor shall attend to all callouts and/or ad-hoc maintenance and the response time shall be as stipulated on the service level agreement. Where the Contractor is called out for faults or requested to provide a service, the Contractor shall only be paid for the labour, materials and services that have been rendered during the call out or request of service and unscheduled rates shall apply. Where the service contractor is required to provide spares or services not included in the bill of quantities, the Contractor shall first submit a quote for approval, and may only provide the spares and services after approval has been granted in writing and a % mark-up shall apply for all third-party items, services and spares.

**The following services will be performed by the appointed services provider:**

- General routine repairs and replacement of defective equipment on planned and emergency basis.
- Provide technical support for controllers and advise SABC on solutions
- Provide technical support on newly installed and future security equipment.
- Compile procedures and drawings on an ad-hoc basis when required.
- Perform equipment failure investigations and Root Cause Analysis
- Submit detailed report on breakdowns and repairs
- Training of internal staff and security personnel

#### 4.1.3 Maintenance Management

**(Preventative Maintenance)**

All preventative maintenance work shall be scheduled by the SABC or its authorized representative and communicated to the Contractor. When the maintenance is due the authorized SABC representative will issue a job card to the contractor and together shall perform the necessary planning and preparations for the successful execution of the work. Work shall be scheduled in a manner so as not to interfere with any normal operations of the SABC. On completion of work the SABC representative, together with the contractor, shall inspect the work and if both parties are satisfied with the work done both shall sign off the job card together with the maintenance reports. The appointed service provider will be required to work and cooperate with other contractors on site whenever it is necessary for the purpose of installation, maintenance, faulty finding and repairs. Normal operational hours on site shall be **from 08:00 to 16:30** for every working day, Monday to Friday. No planned maintenance work will be allowed to be performed on Weekends or Public holidays unless prior approval is received from the SABC or authorized representative.

#### 4.1.4 **Reactive Maintenance**

SABC or its authorized representative will report any CCTV, Access Control, Security Equipment' and/or associated equipment faults or breakdowns which may occur to the contractor. All emergencies will be reported telephonically and then followed by a job card. Any other maintenance will be communicated in writing and a repair job card will be transmitted to the Contractor. The Contractor shall respond promptly to the complaint and restore the equipment to functional status in accordance with the assigned priority level. On completion of work the SABC representative together with the contractor shall inspect the work and if both parties are satisfied with the work done both shall sign off the job card together with the detailed report for the repairs.

##### **Response Time**

Response time shall be measured as the time taken from reporting the call, to the time taken by the artisan to arrive at the relevant piece of equipment.

The response to call outs shall be categorized according to the need for urgency in attending to the call out. All breakdowns **during and after working hours** shall be responded to as follows:

##### **(a) Emergency Response**

This shall be defined as an event that requires an immediate response or action to prevent and or mitigate against equipment damage, harm or injury to persons or property or to limit the disruption of services. The Contractor shall respond to an emergency call-out within **2hour**.

##### **(b) Urgent Response**

This shall mean any failure or repair requirement that could significantly affect the services or pose a danger if left unattended for a lengthy period of time. The Contractor shall respond to an urgent call-out within **4 hours**.

##### **(c) Routine Response**

This shall apply to other failures or repairs other than those requiring emergency and urgent response. These items shall be dealt with as unscheduled additional work items as requested by the SABC or authorized representative.

Any breakdown impacting on operations shall be attended-to until restored to good reliable condition. This implies that no breakdown may be left unattended or incomplete for the next day.

**SABC** will hold the Contractor liable for any costs incurred as a result of negligence or unreasonable poor performance by the Contractor including excessive time taken to effect repairs.

#### 4.1.5 **Modifications/ Improvement Process**

- Contractors shall assume the costs incurred by SABC, as a result of defective supplies, services or product liability issues.
- Any change to the original service or product design must be approved by SABC prior to implementation.
- A Request for Change needs to be submitted to SABC and approved prior to implementing the change.

- The Contractor shall keep records of all requests and corresponding SABC approvals.

#### 4.1.6 **Performance Management**

- Once deliveries of the component, system, or service have initiated, SABC will monitor the Contractor's performance to establish a trend of Continuous Improvement.
- Quality of service or material and On-Time Delivery shall be the minimum metrics to be tracked for Contractor performance.
- Resolution of non-conformances in the service to SABC will be addressed in a manner that will best support SABC 's standard requirements.
- Expenses associated with Contractor non-conformances will be the responsibility of the Contractor.

#### I. **Key Performance Indicators**

SABC will monitor Contractor's performance and report on it on a regular basis. Contractor's Performance Indicators are as follows:

- Service Quality: % defect free deliveries received
- On-time delivery: % of complete service delivery and on time, based on agreed standards.
- Adherence to agreed response times

Contractors are expected to work with SABC to improve performance and/or process capability where needed.

**In cases of repeated poor performance or failure to improve, the contract shall be terminated.**

#### II. **Containment of Non-Conformity Supply of Service**

In the event a non-conforming material, component, system, or service is detected, SABC or its authorized representative will determine the best method of securing conformity to meet SABC's requirements such as:

- Return the entire lot of non-conforming material, component or systems to Contractor.
- Contractor to sort/rework/repair the non-conformance at SABC sites.
- SABC to identify an external resource (certified by SABC to perform, sort/rework/repair at the cost of the Contractor).

#### 4.1.7 **Cost Recovery**

- Contractors shall assume the costs incurred by SABC, as a result of defective supplies, services or product liability issues.
- Damage caused by contractor activities or employees shall be for the contractor's account.

#### 4.1.8 **Warranty**

- The warranty period shall be 12 months for all repairs and spares supplied by the service provider

#### 4.1.9 **Key Personnel**

- A schedule of key personnel to this Contract (as per the Schedules) will be provided to the Authorized SABC Representative at commencement of this Contract. This will, as a minimum, include all persons to management level. For the full duration of this Contract, none of these persons will be replaced by a person of lesser ability or qualification. All on- site staff leaves shall be reported and agreed with the Engineer. The Authorized SABC Representative may request the replacement of any person with unsatisfactory performance or who fails to comply with this contract.

#### 4.1.10 **Management of Meetings**

- The Contractor will attend meetings relating to maintenance, operations, contract management and other issues that may arise from time to time. As far as is practicable, the Contractor will make all required persons available for these meetings. The Contractor shall not submit claims for payment for staff attending any of these meetings.

#### 4.1.11 **Communication**

- Work instructions, monthly maintenance reports, breakdown reports, etc. will all be in a format as agreed with the Authorized SABC Representative.

#### 4.1.12 **Health, Safety & Environment**

**The appointed service provider shall comply with SABC's Health and Safety Systems.**

- All persons on company premises shall obey all health and safety rules, procedures and practices. In particular, NO SMOKING signs and the prohibition of the carrying of smoking materials in designated areas shall always be obeyed.
- The Contractor shall be fully responsible for compliance to the Occupational Health and Safety Act for all persons and equipment relating to this Contract.
- Any work involving open flames sparks, cutting or heat shall be authorised by the issue of a permit to work - obtainable from the Safety department. Any work done under the protection of a permit to work shall be in strict compliance with every prescription regarding the permit.
- Safety equipment shall be used where applicable (e.g. safety goggles, boots, harness, etc.) The Contractor, at his/her own expense shall provide such equipment, for his/her employees. The Contractor shall apply the necessary discipline and control to ensure compliance by his workers.
- All Contractors must ensure that his/her employees are familiar with the existing emergency procedures and must co-operate in any drills or exercises, which might be held. Emergency / fire equipment and extinguishers shall not be obstructed at any time.
- No person shall perform an unsafe / unhealthy act or operation whilst on Company premises.
- No unsafe/dangerous equipment or tools may be brought onto or used on Company premises. The Company reserves the right to inspect all equipment/tools at any time and to prevent/prohibit their use, without any penalty to the Company and without affecting the terms of the Contract in any way.

- Submission of the safety file: No document is required at the tendering stage. However, the safety file component should be factored in the pricing schedule to be submitted in response to the RFQ, as the preferred service provider will be required to furnish a copy of the aforementioned file prior to commencing with commencing.

#### 4.1.13 Environmental Management

- The appointed service provider shall comply with SABC's Environmental Systems.
- The Contractor / Service Provider remains solely responsible disposal and clean-up of any form of waste that is produced during the term of their contract at SABC.
- The Contractor / Service Provider will ensure that all waste which necessitates the safe disposal thereof, will be done in accordance with all the latest and applicable legislation (environmental etc.) governing same.
- Proof of such disposal must be submitted to SABC.

#### 4. RFQ VALIDITY PERIOD

This bid will remain valid **90 (ninety) days** from the date of bid closing.

#### 5. COSTING

The quotation must reflect a detailed cost breakdown, and any indirect costs associated with the delivery of the required service. Bidders are advised to use Annexure F - Pricing Schedule

- a) The prices and rates in the Bill of quantities for Preventative Maintenance shall be treated as being fully inclusive of all labour, tools, materials, consumables, transport, overheads, liabilities, risks, obligations and profit as incurred or required by the contractor in carrying out the item.
- b) The base rates will be adjusted in accordance with **Consumer Price Index** with effect from the **2nd, and third year**.
- c) Unscheduled rates shall apply during breakdowns and repairs.
- d) The provisional sum belongs to the Project Manager and shall be used on and as and when required on a proven cost basis and % mark-up shall apply for all third - party items and services. The mark-up shall be calculated on the amount for each item or service **excluding VAT**. Expenditure against the provisional sum shall be authorized by the Project Manager or his delegate.

#### 6. DURATION OF THE CONTRACT

**Three (3) Years**

#### 7. LOCATION

SABC North-West (**Mmabatho Office**)

**8. PHASE: FUNCTIONALITY / TECHNICAL EVALUATION CRITERIA**

- The tender submission will be technically evaluated out of **90**
- A minimum threshold of **65 out of a maximum of 90** has been set.
- Bidders achieving less than the set threshold will be declared non-responsive and therefore will not continue forward for evaluation of Price & Specific Goals.

Evaluation Area	Evaluation Criteria	Min Points	Max Points
<p><b>Company experience in the servicing and maintenance of security systems</b></p>	<p><u>Minimum of Three (3) reference letters or Completion Certificates from different clients you recently provided service and maintenance of security systems in the last Five years, which MUST meet the following:</u></p> <ul style="list-style-type: none"> <li>• On a <b>client’s business letterhead</b></li> <li>• <b>Contract duration.</b></li> <li>• <b>Duly signed by authorized person</b> with contact number and or email</li> <li>• Stipulate description of services provided.</li> </ul> <p><u>Bidders must provide Completion certificate OR Copy of references letters</u></p> <p><b>Note: The reference letters must NOT be appointments or award letters.</b></p> <p><b><u>Number of Letters</u></b></p> <ul style="list-style-type: none"> <li>➤ Greater than 5 references letters <b>(20 points)</b></li> <li>➤ 3 - 5 reference letters <b>(15 points)</b></li> <li>➤ <b>Less than 3 reference letters (0 point)</b></li> </ul> <p><u>Provide a company profile that’s indicates a <b>minimum of 3 years’</b> experience in the servicing and maintenance of security systems</u></p> <p><b><u>Number of Years in Service</u></b></p> <ul style="list-style-type: none"> <li>➤ Greater than 5 years <b>(20 points)</b></li> <li>➤ 3 - 5 years <b>(15 points)</b></li> <li>➤ <b>Less than 3 years (0 point)</b></li> </ul>	<p>30</p>	<p>40</p>

<p>Provide CV and certified copies of qualifications for professional service and maintenance of security systems with proof of valid registration with the (Private Security Industry Regulation Authority) PSIRA.</p>	<p><b><u>Provide CV for Technician and proof of registration with Private Security Industry Regulation Authority) PSIRA.</u></b>  <b>TECHNICIAN</b>  <u>CV should indicate a minimum of Three years' experience in servicing and maintenance of CCTV and access control</u>  4 years' experience or more (15 points)  3-years' experience (10 points)  <b>Less than 3-years' experience (0 point)</b>  <b>Note:</b> CV without a <u>valid proof of registration with PSIRA</u> shall not be allocated points</p> <p><b><u>Provide CV for X-ray Machine Technician.</u></b>  <b>TECHNICIAN</b>  <u>CV should indicate a minimum of Three years' experience in servicing and maintenance of X-ray machines.</u>  4 years' experience or more (15 points)  3-years' experience (10 points)  <b>Less than 3-years' experience (0 point)</b></p> <p><b><u>Provide CV for Supervisor and proof of registration with Private Security Industry Regulation Authority) PSIRA.</u></b>  <b>SUPERVISOR</b>  <u>CV should indicate minimum of Five years' experience in servicing and maintenance of CCTV and access control</u>  6 years' experience or more (15 points)  5 years' experience (10 points)  <b>less than 5 years' experience (0 point)</b>  <b>Note:</b> CV without <u>valid proof of registration with PSIRA</u> shall not be allocated points</p>	<p>30</p>	<p>45</p>
<p>Health and Safety  Service provider must provide proof of registration with the Department of Health SAHPRA (South African Health Products Regulatory Authority) Radiation control</p>	<p><b><u>Bidders are required to provide proof of registration with the Department of Health SAHPRA (South African Health Products Regulatory Authority) Radiation control in a form of Certificate or a Letter</u></b></p> <ul style="list-style-type: none"> <li>➤ Proof provided = 5 (Points)</li> <li>➤ <b>No proof = 0 (Point)</b></li> </ul>	<p>5</p>	<p>5</p>
<p style="text-align: center;"><b>Total</b></p>		<p>65</p>	<p>90</p>

9. PRICE AND SPECIFIC GOALS

- 9.1. The 80/20 preference point system will apply to evaluate responses
- 9.2. The award of the tender / RFQ to will be based on functionality evaluation.
- 9.3. The Price and BEE (Specific goals) will be applicable to award the highest scoring bidder

10. PRICE AND (SPECIFIC GOALS) APPLICATION DURING CONTRACT IMPLEMENTATION

10.1. PRICE

The 80/20 preference point system

A maximum of 80 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where:

- P<sub>s</sub> = Points scored for comparative price of bid under Consideration
- P<sub>t</sub> = Comparative price of bid under consideration
- P<sub>min</sub> = Comparative price of lowest acceptable bid

10.2. BEE (SPECIFIC GOALS)

<b>SPECIFIC GOALS</b>	<b>80/20</b>
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

- **NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero.**

10.3. ADJUDICATION USING A POINT SYSTEM

- The bidder obtaining the highest number of total points will be awarded the contract.
- Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.

- Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

#### **10.4. OBJECTIVE CRITERIA**

- The SABC reserves the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- The SABC will not award contract/s to the bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, company financials, etc. will be eliminated from the bid process.
- The SABC reserves the right not to award this tender to any bidder who fails the financial stability assessment.
- No SABC former employees shall be awarded contracts with the SABC within **(Twelve) 12 months** after termination of employment with the SABC.
- Should employees resign or retire from the employment of the SABC and become directors of other businesses tendering with the SABC, such tender shall not be considered until the cooling off period of **(Twelve) 12 months** has expired.
- Should the employee be dismissed from the SABC employment, such employee shall be prohibited from conducting business with SABC for a period of **5 (Five)** years from the date of dismissal.
- Should the employee be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any Board member or Board member owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- Should the SABC's Board members no longer serve on the SABC Board but become directors of other companies, the SABC shall not conduct business with those companies until the cooling off period of **12 (Twelve)** months has expired.
- Should the Board member be found guilty in a court of law due to criminal conduct/act, such Board member will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.

#### **11. COMMUNICATION**

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

**All enquiries relating to this RFQ should be emailed three days before the closing date.**

#### **12. CONDITIONS TO BE OBSERVED WHEN TENDERING**

The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.

- No tender shall be deemed to have been accepted unless or until a formal contract / letter of award is signed by both parties.
- **The Corporation reserves the right to:**
  - Make a selection solely on the information received in the submissions
  - Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
  - Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
  - Cancel this RFQ or any part thereof at any time.
- Should a bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to the **Price & Specific Goals**.

### 13. **COST OF BIDDING**

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under any circumstances be responsible or liable for any such costs, regardless of, without limitation, the outcome of the bidding, evaluation, and selection process.

### 14. **PAYMENT TERMS**

SABC will effect payment sixty (60) days after the service provider has rendered the service and submitted an invoice / statement.

**END OF RFQ DOCUMENT**

**Annexed to this document for completion and return with the document:**

- Annexure A - Declaration of Interest
- Annexure B - **SBD 6.1 Form**
- Annexure C - Consortiums, Joint Ventures and Sub-Contracting Regulations
- Annexure D - Previous completed projects/Current Projects
- Annexure E - SBD 4 Form**
- Annexure F - Pricing Schedule**

**ANNEXURE A**

**DECLARATION OF INTEREST**

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favoritism, should the resulting tender, or part thereof be awarded to-
  - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
  - (b) any person who acts on behalf of SABC; or
  - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
  - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:	.....
POSITION	:	.....
OFFICE WHERE EMPLOYED:	:	.....
TELEPHONE NUMBER	:	.....
RELATIONSHIP	:	.....

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
  - recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
  - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT	TENDER NUMBER	DATE
------------------------	---------------	------

POSITION OF DECLARANT	NAME OF COMPANY OR TENDERER
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**SBD 6.1****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.

1.2.1 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.

**1.3 To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

SPECIFIC GOALS	80/20
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

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:

80/20	or	90/10	
$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$	

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:

80/20	or	90/10	
$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	or	$P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	

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 table below.**

**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 (80/20 system)  (To be completed by the organ of state)	Number of points claimed. (80/20 system)  (To be completed by the tenderer)
SMMEs (inclusive or QSEs and EMEs) 51% owned by Black people	10	
51% owned by Black people;	5	
51% owned by Black people who are women	3	
Black Youth	2	

NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero

**Source Documents to be submitted with the tender or RFQ**

Specific Goals	Acceptable Evidence
B-BBEE	Valid BEE Certificate / Sworn Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black Women Owned	Certified ID Documents of the Owners/shareholder
Black Youth owned	Certified ID Documents of the Owners
EME or QSE 51% Black Owned	Annual Financial/ Management Accounts/ B-BBEE Certificate / Affidavit/ Certified ID Documents of the Owners/shareholder
51% Black Owned	CIPC Documents / B-BBEE Certificate/Affidavit/ Certified ID Documents of the Owners/shareholder
South African Enterprises	CIPC Documents

**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.

..... <b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	..... ..... ..... .....

**ANNEXURE C**

**CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS**

**1. CONSORTIUMS AND JOINT VENTURES**

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

**2 SUB-CONTRACTING**

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

**3 DECLARATION OF SUB-CONTRACTING**

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
  - 3.2.1 The percentage of the contract will be sub-contracted .....%
  - 3.2.2 The name of the sub-contractor .....
  - 3.2.3 The B-BBEE status level of the sub-contractor.....
  - 3.2.4 whether the sub-contractor is an EME YES / NO

\_\_\_\_\_  
SIGNATURE OF DECLARANT

\_\_\_\_\_  
TENDER NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION OF DECLARANT

\_\_\_\_\_  
NAME OF COMPANY OR TENDERER

**ANNEXURE “D”**

Previous completed Host-to-Host projects (*preferably provide a detailed company profile, detailed the below mentioned information*)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current Host-to-Host projects (*preferably provide a detailed company profile, detailed the below mentioned information*)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date

**ANNEXURE “D”**

**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 interest<sup>1</sup> 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**

<sup>1</sup> 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 consortium<sup>2</sup> 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.

3.4 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.

3.5 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.

<sup>2</sup> 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.

3.6 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

**PRICING SCHEDULE**  
**TO BE COMPLETED BY ALL BIDDERS**

Item	Description	Unit	Qty	Rate	Annual Amount
	<b>BILL A -QUARTERLY MAINTENANCE</b>				
<b>1.</b>	<b>Preventative Maintenance</b>				
<b>1.1</b>	<b>CCTV System:</b>				
1.1.1	Administration office block (1-5) dome cameras	Sum	4		
1.1.2	Technical block interior (Dome)	Sum	4		
1.1.3	Technical Block Exterior (2 PTZ)	Sum	4		
1.1.4	Technical block exterior (Bullet)	Sum	4		
1.1.5	Mian entrance gate (2 Cameras)	Sum	4		
1.1.6	Garden pole mount PTZ (2 PTZ)	Sum	4		
1.1.7	Services Block (2 PTZ)	Sum	4		
	<b>Sub-Total</b>				
<b>1.2</b>	<b>Access Control (Biometrics, Boom Gates, Turnstiles):</b>				
1.2.1	Main reception and side reception biometrics 6	Sum	4		
1.2.2	Administration office block (1-5) card readers	Sum	4		
1.2.3	Technical block card readers	Sum	4		
1.2.4	Emergency exit administration office block	Sum	4		
1.2.5	Emergency exit technical block	Sum	4		
1.2.6	Boom gates	Sum	4		
1.2.7	Turnstar 5	Sum	4		
1.2.8	Special indoor gates	Sum	4		
	<b>Sub-Total</b>				
<b>1.3</b>	<b>X-Ray Machines</b>	Each	2		
<b>1.4</b>	<b>Metal Detectors</b>	Each	2		
<b>1.5</b>	<b>Roller Doors</b>	Each	14		
	<b>TOTAL TO BE CARRIED TO SUMMARY SCHEDULE</b>				

Item	Description	Unit	QTY	Rate	Amount
	<b>BILL B</b>				
<b>2.</b>	<b>Ad-Hoc Service/Maintenance</b>				
<b>2.1</b>	<b>Unscheduled Rates</b>				
2.1.1	Labour Rate (Technician) Monday to Friday	Rands/hour	4		
2.1.2	Labour Rate (Technician) Weekend and Public Holidays	Rands/hour	4		
2.1.3	Technical Assistant (Monday to Friday)	Rands/hour	4		
2.1.4	Technical Assistant (Weekend and Public Holidays)	Rands/hour	4		
2.1.5	Call-Out Rate (Monday to Friday)	Rands/hour	4		
2.1.6	Call-Out Rate (Weekend and Public Holidays)	Rands/hour	4		
2.1.7	Transport to and from the SABC	Per Trip	4		
	<b>TOTAL TO BE CARRIED TO THE SUMMARY SCHEDULE</b>				
<b>3.</b>	<b>Provisional Sum</b>				
3.1	Supply of spares and any additional work not covered under preventative Maintenance	Sum	1	R 150 000.00	R 150 000.00
	<b>TOTAL TO BE CARRIED TO THE SUMMARY SCHEDULE</b>				
	<b>R 150 000.00</b>				
	<b>NB: These rates shall only apply on an ad-hoc basis during breakdowns and repairs, and a percentage mark-up shall apply for all third-party materials or services.</b>				

4.	Summary Schedule	
Item	Description	Amount
4.1	Preventative Maintenance	
4.2	Ad-hoc Service/ Maintenance	
4.3	Provisional Sum	R 150 000.00
	<b>Sub-Total (Year 1)</b>	
4.4	Sub Total year 2 (year 1 plus CPI escalation*)	_____
4.5	Sub Total year 3 (year 2 plus CPI escalation*)	_____
	<b>Subtotal</b>	<b>Sum of year 1 to 3 =</b> _____
4.8	VAT (15%)	
4.9	<b>Total</b>	
	<b>3 years' Total Amount plus VAT =</b> _____	
	<b>To be carried to the form of offer</b>	

\* Contract must be fixed for the first year and shall, where applicable, be subject to an increase of not more than applicable Statistic SA – Consumer Price Indices. The 6% escalation assumed is only for the purpose of costing for bidding purpose only

\*

Mark up (third party procured items/services) on materials and spares:

<b>MARK-UP ON MATERIALS</b>	
<b>VALUE of MATERIAL</b>	<b>% MARK-UP</b>
R0 up to R9 999.99	20%
R10 000.00 up to R49 999.99	18%
R50 000.00 up to R99 999.99	15%
R100 000.00 up to R199 999.99	10%
R200 000.00 and above.	10%

**Note: Service provider to submit three quotations for third-party items or services**