## REQUEST FOR QUOTATION (RFQ)/PROPOSAL

**Invitation to submit detailed quotation to the AIDC to repair 6 cameras of a 32-channel monitoring CCTV system at the Incubation center based at Ford plant Silverton**

**RFQ DETAILS**

**RFQ NUMBER: PR00000015100 BRIEFING SESSION DATE: 12 October 2022**

**CLOSING DATE: 17.10.2022 BRIEFING TIME: 10.30**

**BRIEFING PLACE:**

**Incubation Center at the FORD plant in Simon Vermooten road**

**CLOSING TIME: 11.00**

**RFQ DESCRIPTION**

**The quotation must cover the following areas:**

1. **Get 4 cameras functional**
2. **Replace 2 damaged cameras.**

**DETAILS OF BIDDER**

**COMPANY NAME: ……………………………………………………………………………………………………………………..**

**CONTACT PERSON: ……………………………………………………………………………………………………………………..**

**TELEPHONE NUMBER: …………………………………………………………………………………………………………………**

**CELLULAR NUMBER: ……………………………………………………………………………………………………………………**

**FAX NUMBER: …………………………………………………………………………………………………………………………….**

**EMAIL ADDRESS: ………………………………………………………………………………………………………………………..**

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| **Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number)** |  |  |
| **CSD Number** |  | |
| **Please Indicate if your Company is Registered on SPDC SOC t/a AIDC Database & has “Active Status”\*** |  |  |

**\*”ACTIVE STATUS”: - means your SARS PIN submitted to AIDC is still valid & BBBEE Certificate still valid (thus your documents have not yet expired)**

**NB: Please Note: - AIDC won’t be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17.**

**THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE INDICATE IF THE FOLLOWING DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL (TICK)**

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| SARS Pin to verify your status |  |  |
| BBBEE Certificate or an approved Affidavit as per BBBEE Act submitted  NB: Suppliers to use approved DTi or CIPC Affidavit template (check website: [www.dti.gov.za](http://www.dti.gov.za)) |  |  |
| SBD 4 – Declaration of Interest form – completed and signed |  |  |
| SBD 6.1 – Preference Points Claim Form in terms of the Preferential Procurement Regulation 2011 (PPR 2017) |  |  |
| SBD 6.2 - Declaration Certification For Local Production and Content. (PPR 2017) |  |  |
| Valid Letter of good standing COIDA |  |  |

**Dear Service Provider**

**REQUEST FOR PROPOSAL /QUOTATION (RFQ) – SCOPE OF WORK/SERVICE**

**INTRODUCTION**

1. **MANDATE**

The AIDC is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - those based in the Gauteng province. The AIDC is thus tasked by GGDA with special developmental type projects aimed at enhancing and possibly expanding the automotive and allied-related sector with a focus on enterprise development; also in the support of government’s aims at BBBEE SMME development and the radical transformation of various townships. The AIDC otherwise explores other developmental projects, external to the objectives of the GGDA in support of the AIDC’s own business development processes. These include projects related to the transport and energy sectors, as well the development of the Tshwane Auto City. The AIDC’s focus, in terms of the 2016 Gauteng Economic Development Plan/Framework (GEDP/F), is towards the automotive sector in the Northern Corridor of the Gauteng City Region (GCR) framework.

2. **VISION**

The Vision of the AIDC is:

To be the leading implementation agency delivering creative, efficient, best practice and value based solutions in support of government’s Program’s related to the automotive and allied sectors.

3. **MISSION**

The Mission of the AIDC, in pursuit of its Vision, is to provide innovative customized solutions:

To develop the automotive manufacturing sector to globally competitive standards of excellence through a world-class value proposition which enables effective and sustainable socio-economic growth.

4. **VALUES**

The AIDC’s staff aligns their behavior to the shared values as listed below, these values support, and is informed by the organization’s Vision and Mission:

* Respect for others;
* Teamwork;
* Open and honest two-way communication;
* Encouraging a learning culture;
* On-time, on-brief, on-budget;
* Client-centered;
* Integrity and Ethics above all.

**RFQ OBJECTIVES**

The Incubation center at the Ford plant has established and mentored 10 BBBEE businesses since its inception in 2011. Black business owners are upskilled, coached and mentored by AIDC growing their businesses through the supply of commodities to the Ford production line for assembly of the Ranger, Everest and Raptor models. The CCTV monitoring is a critical service for the plant protection and investments made in each facility. We installed the current system in 2015 which assisted us in numerous investigations and hearings.

For reasons above we require this repair to take place as soon as possible to avoid the risk of theft, health and safety of staff on site as well as protecting investments made within the companies.

**NB!! Site briefing will be held at the** **Incubation Center at the FORD plant in Simon Vermooten road Silverton Pretoria on 12.10.2022 and will be compulsory to all participating service providers**

**PROJECT TIMING**

The duration of this project is estimated to be 2 weeks from date of PO being issued.

**RFQ RESPONSE FORMAT**

Formal Quotation must be submitted with all costs included in your pricing and clear details of each part quoted for. Service providers must also provide evidence of similar work done and that they have experienced / qualified staff to support. Service providers must belong to PSIRA or similar approved authority. If not supplied, then you may be disqualified.

|  |  |
| --- | --- |
| 1. **Prequalification - Compliance Requirements – all documents to be submitted** | **Weighting** |
| 1. **Certified Documentations Required** |  |
| * Certified copy of a BBBEE certificate issued by a verification agency accredited by SANAS or a sworn affidavit signed by the EME representative & certified by a Commissioner of Oaths as per DTI requirement for exempted EME's or QSE’s | Submit BBBEE rating as detailed in the document |
| 1. Company Registration Documents (CIPC) (with listed Directors) |  |
| 1. Valid Letter of good standing - (COIDA -Department of Labour) |  |
| 1. 3 year Service Level Agreement on the maintenance of CCTV system with clear deliverables and turnaround times | Disqualification if not provided |
| 1. Qualification – IT certificate or electrician certificate | Disqualification if not provided |
| 1. CIDB Grading 2GB or 2 EP or Higher | Disqualification if not provided |

|  |  |  |  |
| --- | --- | --- | --- |
| **B & C. FUNCTIONALITY & CAPABILITIES** | **Maximum Points** | **Point Scored** | **Minimum Points** |
| ***NB:*** *The service provider should achieve a minimum score of 70 points under functionality to be able to be evaluated further on pricing & BBBEE as per preferential system.* | **100** |  | **70** |
| **1. Submission & Presentation** |  |  |  |
| * 1. **Company Reference Letters in relation to working experience on CCTV Security systems.** * Attach signed Reference Letters. * Reference letters must be on the Company Letterhead Signed by the client. * 5 reference letters = **40 points** * 3-4 reference letters = **30 points** * 1-2 reference letters = **20 points** * 0 reference letters = **0 points** | **40** |  |  |
| * 1. **CV and qualification of technician(s)**   **CV(s) and relevant qualifications of key personnel working with CCTV systems.**   * CV and relevant qualification with ≥5 years’ experience in CCTV systems **= 20 points** * CV and relevant qualification with 2 - 4 years’ experience in CCTV systems **= 10 points** * CV and relevant qualifications and experience in CCTV systems not submitted **= 0 points** | **20** |  |  |
| * 1. **Provide Company profile that is in line with the required service, indicating years of experience.** * 5≤ years’ Experience in CCTV security systems = **40 points** * 3-4 years’ Experience in CCTV security systems = **30 points** * 1-2 years’ Experience in CCTV security systems = **20 points** * No company profile attached, **or** Company profile attached but years of company experience not stipulated **= 0 points** | **40** |  |  |
| **Total score including number** | **100** |  | **70** |

**REQUEST FOR QUOTATION (RFQ)**

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| --- | --- |
| ***RFQ NO:*** ***PR00000015100*** | ***DATE SENT: 05.10.2022*** |
| ***CLOSING DATE: 17.10.2022*** | ***CLOSING TIME:11.00*** |

**REQUESTOR DETAILS**

|  |  |
| --- | --- |
| **Requested By (SCM):** | **Thulani Shongwe** |
| **Contact Number:** | **(012) 564 5172** |
| **Department Requested for:** | **Incubation Programs** |
| **Project Number:** |  |
| **PR Number:** |  |

**DESCRIPTION OF REQUEST**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description** | **UOM\*** | **Quantity** | **Unit Price (excl. VAT)** | **Total Price (excl. VAT)** |
|  | **In line with detailed specification as detailed in this document** |  |  |  |  |
| **1.** | **Repair damaged cameras** | **each** | **4** |  |  |
| **2.** | **Replace damaged cameras** | **each** | **2** |  |  |
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|  |  | | | **SUB-TOTAL** |  |
|  | **VAT @ 15%** |  |
| **TOTAL** |  |

**\*UOM = Unit of measure, e.g. Hours/Days, etc.**

For technical questions & information request, contact – TR Mpuru at (012) 564 3353 or/and via mail at ( [tmpuru@aidc.co.za](mailto:tmpuru@aidc.co.za) )

For general RFQ and submission contact – Thulani Shongwe at (012) 564 5172 or/and via email at (tshongweaidc@aidc.co.za)

**PROPOSALS TO BE FORWARDED TO QUOTATIONS@AIDC.CO.ZA**

**NB: The AIDC reserves the right to award the quote in part or in full at its own discretion**

**QUOTE CONDITIONS:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes’ should not be qualified by own conditions. 2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least ninety (90) days from the closing date of the quotation and a firm delivery period must be indicated. 3. All goods must be delivered to the address as indicated in the RFQ document. 4. All price quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will be entered into. 5. All Purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore no goods must be delivered or a service be rendered without a valid official Purchase Order & Number been received. The onus rests with the service provider to ensure they have received the above. 6. **Fully Complete & signed the attached SBD forms, thus SBD 4; SBD 6.1; (NB: Quotes without the signed completed forms will not be considered)** 7. The 80/20 preference point system is applicable to price quotations and tenders with a Rand value equal to, or above R30 000 and up to a Rand value of R50 million (all applicable taxes included). 8. This RFQ will be evaluated on the basis of the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2017. 80 POINT ALLOCATED TO PRICE & 20 POINTS ALLOCATED TO B-BBEE. 9. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME 10. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017 11. **B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo and a unique BVA number) or an Affidavit (EME/QSE see point 9&10 above) to be provided in other to claim the B-BBEE points:**  |  |  | | --- | --- | | **B-BBEE STATUS LEVEL** | **NUMBER OF POINTS** | | 1 | 20 | | 2 | 18 | | 3 | 16 | | 4 | 12 | | 5 | 8 | | 6 | 6 | | 7 | 4 | | 8 | 2 | | Non-Compliant | 0 |  1. **Local production and content (where applicable) as per designated sector will be considered when evaluating your RFQ submission. The Declaration Certificate for Local Content (SBD 6.2) must be completed and duly signed.** 2. **The Supplier must ensure AIDC is in possession of a valid SARS Tax Pin**, if already registered on our database. **NB: If not, please submit your SARS Tax Pin with this quote** 3. **NB: For Construction related services/work\_CIDB Grading & Safety File – The successful contractor should take note that a “Safety File” will be required on appointment and should be submitted to the AIDC before commencement of any work and ensure comply with relevant CIDB grading were required.** 4. **NB: Supplier must ensure they registered on CSD before submitting the RFQ.** |

**Please note that failure to comply with the RFQ conditions will invalidate your proposal (if all documents are not returned then consider your quotation not accepted).**

**I …………………………………………………………………………………. in my capacity, as ……………………….………………………. certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions and I accept them.**

**Signature: …………………………….……….………………….**

**Company Name: ……………………….……………………………**