

D/SM 16/23

DEVIATION: EXTENTION OF ARMED SECURITY TENDER BSM 14/21



MEMORANDUM

LAW ENFORCEMENT DEPARTMENT

CHECK BEFORE SUBMISSION	YES	NO
REGISTERED ON CSD DATABASE		
LETTER - SOLE SUPPLIER if applicable.		
QUOTE/INVOICE ATTACHED		
BUDGET (SAMRAS)		
CASHFLOW		
SIGNATURES		

To Aan: MUNICIPAL MANAGER
From Van: MR ZINGANI TSHEFU
Job Title: DEPUTY CHIEF: LAW ENFORCEMENT SERVICES
Date Datum: 30 JUNE 2023
Re Insake: DEVIATION: APPOINTMENT OF ARMED SECURITY TENDER BSM
 14/21

1. PURPOSE

To obtain approval in terms of Supply Chain Management Policy, to deviate from the official procurement process in terms of section 36 of the approved SCM Policy

REASON FOR DEVIATION: (Mark with x where applicable)		
1.	Emergency. "Emergency dispensation" means emergency as referred to in paragraph 36(1)(a)(i) of this policy under which one or more of the following is in existence that warrants an emergency dispensation;	
a	The possibility of human injury or death;	
b	The prevalence of human suffering or deprivation of rights;	
c	The possibility of damage to property, or suffering and death of livestock and animals;	x
d	The interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole;	x
e	The possibility of serious damage occurring to the natural environment;	
f	The possibility that failure to take necessary action may result in the municipality not being able to render an essential community service;	
g	The possibility that the security of the state could be compromised; or	
h	The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal procurement process. Emergency dispensation shall not be granted in respect of circumstances other than those contemplated above.	
2.	Goods or services are produced or available from a single provider	
3.	Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4.	Acquisition of animals for zoos and /or nature and game reserves	
5.	Exceptional case and it is impractical or impossible to follow the official procurement processes	x

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2. SUBSTANTIATE WHY SCM PROCESS COULD NOT BE FOLLOWED (TO BE REPORT TO COUNCIL)

Tender 14/21 Appointment of Private Armed Security Service for The Greater WC024, will lapse on 30 June 2023. Tender 85/23 is still in process and was before BSC on 15 June 2023, approved for advertising. The reason for the deviation is to provide a critical and specialised service that the municipality does not have capacity to render but an external service provider, hence therefore all municipal site, property and asset needs to be protected by using armed security service as from the 01 July 2023 until 31 October 2023.

3. BACKGROUND

Based on the above the awarding of Tender 85/23 will not take place before 1 July 2023, the user department engage with Fidelity ADT Security who was awarded Tender 14/21-Armed security tender. Discussions took place with Fidelity Security to temporary assist with security service on all the municipal security sites until Tender 85/23 has been awarded. A final meeting took place on 27 June 2023, whereby Fidelity Security indicated that they would continue with assisting the Municipality with armed security services as per the current tender with its conditions.

4. DISCUSSION

In the light of the above, request the User Department that Tender 14/21 which was awarded to Fidelity ADT Security and lapse on 30 June 2023 to appointment on a month-to-month basis (July 2023, August 2023, September 2023, and 31st October 2023)

Attach find minutes of meeting held with Fidelity Armed Security who accept the terms and conditions to have their armed security service on a month-to-month basis (July 2023, August 2023, and September 2023) or until Tender 85/23 has been awarded.

5. FINANCIAL IMPLICATIONS

Fidelity ADT Security has undertaken to provide the extension security services as per tariffs set out in Tender 14/21 for the third year.

Ukey 20220630077827: Outsourced Services: Security Services to be used for the delivery of security service.

6. RECOMMENDATION

- For Fidelity ADT Security's contract be extended on a month-to-month basis (July 2023, August 2023, September 2023, and October 2023)

7. VALUE FOR MONEY (OTHER RATES/VALUES/...)

- that the third-year tariffs (as per Tender 14/21) be applicable for the said period.
- No additional site will be added (**See attached list**)

DEVIATION: EXTENTION OF ARMED SECURITY TENDER BSM 14/21

8. Should the service provider not be appointment the municipality will be vulnerable for loss or vandalism to property.

9. **IT IS RECOMMENDED THAT:**

8.1 It is herewith recommended that the deviation be approved on the appointment of Tender 14/21 on a month-to-month basis month to month basis (July 2023, August 2023, September 2023 and 31 October 2023)

8.2 that the rates as per Tender 14/21 will remain the same for the said period above

8.3 that approval from Ukey 20220630077827 Outsourced Services: Security Services be granted in terms of the Municipality's Supply Chain Policy 1 (c) and (d) as well as 5 in other exceptional case where it is impractical or impossible to follow the official procurement process due to the security risk as vandalism and loss of property may occur.


ZINGANI TSHEFU
DEPUTY CHIEF: LAW ENFORCEMENT SERVICES

STELLENBOSCH MUNICIPALITY PROTECTION SERVICES
30 JUN 2023
Date: OFFICE OF THE DEPUTY CHIEF LAW ENFORCEMENT


WAYNE SMITH
ACTING SENIOR MANAGER PROTECTION SERVICES

Date: 30/06/2023


GARY BOSHOFF
DIRECTOR: COMMUNITY AND PROTECTION SERVICES

Date: 30 / 6 / 2023

DEVIATION: EXTENTION OF ARMED SECURITY TENDER BSM 14/21

7. SUPPLY CHAIN MANAGEMENT COMMENTS:

SCM did pay for the delivery

8. APPROVAL:

REQUEST SUPPORTED / NOT SUPPORTED BY THE STELLENBOSCH MUNICIPAL BID ADJUDICATION COMMITTEE		
Name	Signature	Date
D. Laechu	[Signature]	30/6/2023
S. Chandaka	Online	30/06/23
A de Beer	Online	30/06/23
A Barnes	Online	30/06/23
G. Boshoff	Online	30/06/23
Comments:		
CHAIRPERSON..... [Signature]		DATE 30/6/2023
RECOMMENDATION FROM BID ADJUDICATION COMMITTEE APPROVED BY THE ACCOUNTING OFFICER		
Comments: Approved on month to month basis not exceeding September 2023. Director to ensure that dates as per AMP is adhered to knowre that this is not repeated. Report to be submitted as to why dates was not adhered to and remedial action to prevent occurrences		
ACCOUNTING OFFICER..... [Signature]		DATE



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DIRECTORATE: COMMUNITY & PROTECTION SERVICES

To/Aan : Acting Senior Manager Protection Services: Mr W. Smith
From/Van : Deputy Chief Law Enforcement: Mr Z.N. Tshefu
Date/Datum : 30 June 2023
Subject/Insake : **ARMED SECURITY SITES**

	ARMED SECURITY SITES		ARMED SECURITY SITES
1	Cloetesville Sports Gound Officers 2 guards day 2 guards night	9	Plein Street Library Officers 1 guards day
2	Cloetesville Complex Officers 2 guards day 2 guards night	10	Foyer Main Building Officers 2 guards day
3	Kayamandi Sports ground Officers 1 guard day 2 guards night	11	Finance department Officers 2 guards day
4	Idasvalley Sports ground Officers 1 guards day 2 guards night	12	Cloetesville Sub Station Officers 2 guards day 2 guards night
5	Cloetesville Swimming Pool Officers 2 guards day 2 guards night	13	NPK Building Officers 2 guards day
6	Jametown Sports ground Officers 1 guard day 1 guard night	14	Watergang Fence Officers 2 guards day 2 guards night
7	Groendal Sports ground Officers 1 guard day 2 guards night	15	Town Hall Main Building at the boom Officers 1 guard day 2 guards' night
8	Traffic Department Officers 2 Guards Day 2 Guards night	16	Corridore Kayamandi Officers 2 guards' day 2 guards night


Z.N. Tshefu
Deputy Chief: Law Enforcement, Security & CCTV


Mr W Smith
Acting Senior Manager Protection Services


Mr G Boshoff
Director Community and Protection Service

30 JUN 2023

OFFICE OF THE DEPUTY CHIEF
LAW ENFORCEMENT



Meeting Minutes: Extension of FIDELITY ADT SECURITY SERVICES

@11H00

Via Microsoft Teams

ATTENDANCE:

- Deputy Chief Zingani Tshefu
- Senior Inspector Pieter Bailey
- Ms Lorrain Baartman (Fidelity ADT)
- Ms Mariska Kotze (Fidelity ADT)
- Ms Louise Majiet (Fidelity ADT)
- Ms Amanda Du Plessis (Fidelity ADT)
- Ms Leanie Van der Walt (Fidelity ADT)
- Mr Ray Jacobs (Fidelity ADT)
- Mr Keenan Lamprecht (Fidelity ADT)
- Ms Carushka Rajpal (Fidelity ADT)
- Ms Cattelin Jacobs (Scribe)

WELCOMING

Deputy Chief Tshefu all attendees present, and request for all attendees to introduce themselves.

Ms Van der Walt confirms all representatives of Fidelity ADT Security Services

Apologies

Ms Joan Felix, Manager Traffic and Law Enforcement Services

Discussion

Deputy Chief Tshefu indicated the reason for the meeting is to request Fidelity ADT Service Provider for extension of their services related to the current Armed Response Tender BSM 14/21. This tender is ending 30 June 2023.

Deputy Chief Tshefu further informed the Fidelity ADT Security Attendees that the new tender process is still in progress and the new tender will not be awarded to a successful bidder by 30 June 2023.

This request is to continue with Fidelity ADT Security Services with the same terms and conditions of the current Tender 14/21 and tariffs set out for the third year.

The continuation of the tender will be on a month-to-month basis until the new tender is awarded.

Ms Leanie Van der Walt thank the department for the opportunity and appreciate the consideration for the services to continue. She further confirmed that Fidelity ADT are committed to continuing on a month-to-month basis. She indicated that increase would only



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be considered by March 2024 and by then the tender would be already awarded to the successful bidder.

Deputy Chief Tshefu further confirmed that the Department will be in communication with Fidelity ADT Security Services and keep them informed of the deviation and status of approval for the extension of Tender 41/21.

Meeting concluded and declared closed by Deputy Chief Tshefu at 11:17