



Independent Communications Authority of South Africa
350 Witch-Hazel Avenue, Eco Point Office Park
Eco Park, Centurion.
Private Bag X10, Highveld Park 0169
Telephone number: (012) 568 3000/1

Scope of work for additional installation of CCTV Camera and maintenance of security systems for the period of thirty-six months (36) months at ICASA Northwest Regional Office, Mahikeng.

ANNEXURE A – TERMS OF REFERENCE

1. BACKGROUND

ICASA installed access Control and CCTV Cameras at Northwest Regional Office situated at Corner of James Moroka and Albert Luthuli drive, Mmabatho. The systems need to be maintained to be in good conditions.

2. REQUIREMENTS.

2.1 Access Control System maintenance (Impro)

- 4 x Finger biometric readers
- 3 x Magnetic locks
- 3 x Resettable green emergency breaker glasses
- 2 x No touch push buttons.
- 3 x Door closers
- 2 x Door controllers with power supplies
- 1 x finger enrollment take on reader.
- 1 x Access control server PC

2.2 CCTV Camera system maintenance (Hikvision)

- 5 x IP dome Cameras
- 1 x 8 Channel NVR
- 1 x 21" monitor screen
- 2 x 24 port network switch

2.3 New installation CCTV camera

- 1 x 2mp IP dome camera outside ICASA main entrance.
- 1 x 2mp IP dome camera at the passage to open plan office
- 1 x video intercom with two (2) screens one (1) at Manager's office and one (1) at open plan office.
- 100 M Cat 6 cable
- Supply, installation, setup, sundries, and labour

2.4. 36 months' maintenance contract for the security systems on a quarterly basis.

2.5. Quotations on replacement or repair of the broken equipment should be submitted to ICASA for approval.

2.6. Special call out rates should apply as follow:

Note the following:

1. Call out rate fees will only apply when such services are needed and should **NOT** be included in the quotation amount.

No	Service tendered	Amount
1	Call out rate per hour (Mon-Fri)	
2	Travelling time per hour per call out	
3	Callout rate per hour on Public Holidays/Weekends	
4	Installation fee per hour (Maximum 2 Technicians)	

For site visit purposes, kindly contact Ms. Refilwe Ramatlo 072 574 7164

Mr. Lizo Mvinjelwa 078 753 520/067 219 7638

Mr. Foletsi Molepo 082 950 0904

3. MANDATORY DOCUMENTS

Interested service providers or bidders are required to submit the following mandatory documents and failure to submit any of the following documents will lead to automatic disqualification.

- 3.1 Attach valid proof of PSIRA registration for the company.
- 3.2 Attach valid proof of PSIRA registration for the Director.
- 3.3 Attach proof of Company’s accreditation certificate as a Security Systems Installer.
- 3.4 Attach proof of qualification for the Project Manager and one (1) technician as security systems installer.
- 3.5 Attach three (3) references where similar work was performed.

4. Evaluation criteria

Service providers will be evaluated based on the documents required and price submitted.

ANNEXURE B: PRICING

NAME OF BIDDER:
TOTAL PRICE QUOTE:

<u>Description of service/goods</u>	<u>Unit Price (Rands VAT Excl)</u>	<u>Total Price (Rands VAT Excl)</u>
Maintenance of security systems for 36 months on a quarterly basis		
2 x 2mp dome CCTV camera		
1 x Video Intercom with 2 screens		
SUB-TOTAL		
VAT		
GRAND-TOTAL		

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