

Bid Addendum

Attention	:	All Prospective Bidders
From	:	Supply Chain Management
Date	:	20 January 2022
Issue	:	First (1 st) Issue
Bid Number	:	RFB 01/21
Bid Title	:	THE APPOINTMENT OF A QUALIFIED SERVICE PROVIDER TO PROVIDE VARIOUS SECURITY SERVICES AT ITHALA BANK BRANCHES WITHIN KWAZULU NATAL FOR A PERIOD OF FIVE (5) YEARS

1. ISSUE ADDENDA

Supply Chain Management policy states... *"When any additions, deletions or changes are made to any part of the original bid documentation, all potential vendors, which collected a bid document, must be notified of these changes. It should be noted that amendments must allow bidders enough time to adjust their offers before submitting the bid to ITHALA. Any additions, deletions or changes must be done in writing and records should be maintained in the relevant file; and Bidders must acknowledge receipt of the amendments"*

2. YOU ARE HEREBY ADVISED OF THE FOLLOWING QUESTIONS RAISED

Questions raised before

1. We would like to know if Ithala is providing internet connection with the requisite bandwidth to the Offsite CCTV control OR we have to quote for our own VPN? **The service provider will have to quote for all connection devices (eg routers for each branch)**
2. Please state if you have screens on site or you will come to our offices for viewing if there is an incident. If you have, please mention if it's HDMI or VGA. **The viewing will be done on servicer provider control room**
3. Do you need upgrade to monitors? **No**
4. Do you need remote viewing? **Yes, three tablets to be provided**
5. Do you supply IP Address or we need to quote for router and data? **Quote for router and data**
6. I and our technical team hereby formally request access to conduct an onsite inspection with regards to the above bid on site as we seek clarity particularly with the alarm equipment specifications. We would like to conduct the inspection at the Port Shepstone branch if possible as it is closer to our Head Office. **No access will be given to services providers, only the preferred bidder will be allowed to conduct an assessment on the electronic intrusion detection measures.**
7. We would like to know how many guards are needed per site; we note that each site requires one guard; is this for day or night shift? **One guard per site for opening and closing, unless advised otherwise by Ithala. Arm reaction must be two arm reaction offices.**
8. We hereby request to conduct a site inspection to all Ithala branches that requires CCTV upgrade according to the document. We would appreciate it if we could visit all of the sites that need CCTV upgrades so that we can provide accurate quotes. **The specification has provided an inside regarding which branches require upgrade, once the preferred bidder has been identified further assessment will be conducted.**
9. Can you please get a BOQ per site on the CCTV and Alarm system, we need this to work out the maintenance. **We using NVR 16 channel which is a guide specified in the document.**
10. Pg.24 4.1 Bidder must have a control room within 20km from each branch. We do not have so many control rooms. **Page 24 (4.4.1) requires satellite control rooms that are situated within a 20 km radius from the branches and these satellite control room must have the capability to communicate with the main control room.**
11. Pg26 5.2.1 @ Reaction officers per vehicle? We only have one per vehicle. **Owing to the risk one security is not sufficient to respond**

12. We would just like to confirm if the scope is for electronic security (CCTV and Access Control) or is it for guarding and armed response? **The scope is for:**
- Opening and closing the facilities which includes the overnight safe keeping keys,
 - Upgrade and centralized monitoring of CCTV cameras,
 - New alarm installation for every branch, monitoring and servicing
 - Arm reaction services.
13. May IO please confirm, on the tender closing 28th January 2022, what the quantities would be for the CCTV / Alarm Upgrade per branch? **New alarm installation per branch required and the CCTV upgrade as per specification on pages 30 on the RFB document. Yes, the closing date is still the 28th January 2022.**
14. Can you please send me an electronical tender documents as per Bid NO: RFB: 01/21. **You will have to collect the document or arrange with the courier to collect it on your behalf, we cannot send the document online or electronically. Only if payment for document was made on or before the 14/01/2022 which is still within, than you are eligible to get the document.**

NB: Cover quoting sometimes referred to as “*shadow quoting*” or “*bid rigging*” is an offense which represents both corruption and acquisition of fraud. It undermines the fair determination of a supplier, corruptly eliminating free and open competition. Therefore, it is not allowed.