



REQUEST FOR BID

BID NUMBER W10911

RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

ISSUE DATE:

10 JULY 2015

Compulsory briefing session:

Date: 24-07-2015
Venue: Rodeplaat Construction site
Pretoria, 0001

Time: 10:00 am

CLOSING DATE AND TIME:

11 AUGUST 2015 at 11H00

SUBMIT TENDER DOCUMENT

TO

OR

**POSTAL ADDRESS:
DIRECTOR-GENERAL: WATER AND
SANITATION
PRIVATE BAG X 313 PRETORIA, 0001**

**TO BE DEPOSITED IN:
THE TENDER BOX AT THE
ENTRANCE OF ZWAMADAKA
BUILDING 157 FRANCIS BAARD STREET
(FORMERLY SCHOEMAN STREET)
PRETORIA
0002**

TENDERER: (Company address and stamp)

[Empty rectangular box for tenderer information]

COMPILED BY:

DEPARTMENT OF WATER AND SANITATION

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**SBD 1
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (DEPARTMENT OF WATER AND SANITATION)

BID NUMBER: W10911

CLOSING DATE: 11 AUGUST 2015

CLOSING TIME: 11:00

DESCRIPTION: RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

The successful bidder will be required to fill in and sign a written Contract Form (SBD 7).

BID DOCUMENTS MAY BE POSTED TO: Private Bag x313, Pretoria, 0001

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

157 Francis Bard Street (Formerly Schoeman), Pretoria, 0002 at the Reception, Zwamadaka Building

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED

(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER.....

POSTAL ADDRESS.....

STREET ADDRESS.....

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER.....

FACSIMILE NUMBER CODE.....NUMBER.....

E-MAIL ADDRESS.....

VAT REGISTRATION NUMBER.....

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN SUBMITTED? (SBD 2) **NO**

YES or

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) **NO**

YES or

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS);

A REGISTERED AUDITOR

(TICK APPLICABLE BOX)

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? YES or NO

[IF YES ENCLOSE PROOF]

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Department of Water and Sanitation

Contact Person: Mr. JM GWADABA

Tel: 012 336 7240

Fax: 086 597 2032

E-mail address: gwadaba@dwwa.gov.za

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person: Mr V MDLULI

Tel: 012 336 6886

E-mail address: Mdululi@dws.gov.za

TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.

2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.

3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.

4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.

5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za.

6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 2.1 Full Name of bidder or his or her representative:
- 2.2 Identity Number:.....
- 2.3 Position occupied in the Company (director, trustee, shareholder², member):
- 2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
- 2.5 Tax Reference Number:.....
- 2.6 VAT Registration Number:.....
- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

¹"State" means -
 (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
 (b) any municipality or municipal entity;
 (c) provincial legislature;
 (d) national Assembly or the national Council of provinces; or
 (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state?
 YES / NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:
 Name of state institution at which you or the person

.....
.....
.....

2.10. If so, furnish particulars.

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES/NO

.....
.....
.....

If so, furnish particulars.

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

YES / NO

.....
.....
.....

2.8.1 If so, furnish particulars:

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?

YES / NO

.....
.....
.....

2.7.2.2 If no, furnish reasons for non-submission of such proof:

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

YES / NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document?

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?

YES / NO

.....
.....
.....

Any other particulars:

.....
.....

Position occupied in the state institution:
connected to the bidder is employed

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed/not exceed R1 000 000 (all applicable taxes included) and therefore the.....system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

1.3.1.1 PRICE	POINTS
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	100
Total points for Price and B-BBEE must not exceed	

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

2.1 "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

2.3 "B-BBEE status level of contributor" means the B-BBEE status received by a measured entity based

on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- 2.4 "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 "comparative price" means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 "consortium or joint venture" 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;
- 2.8 "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 "EME" means any enterprise with an annual total revenue of R5 million or less .
- 2.10 "Firm price" means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 "functionality" means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 "non-firm prices" means all prices other than "firm" prices;
- 2.13 "person" includes a juristic person;
- 2.14 "rand value" means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 "sub-contract" means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 "total revenue" bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 "trust" means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 "trustee" means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.
3. ADJUDICATION USING A POINT SYSTEM
- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid

must be the one scoring the highest number of preference points for B-BBEE.

- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE
4.1 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

$$P_s = 80 \left(1 - \frac{P_{\min}}{P_t - P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_{\min}}{P_t - P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

5.2 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

5.4 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.

5.5 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 bid.

5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise

5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contractor is an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

8 SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)
- 8.1.1 If yes, indicate:
- (i) what percentage of the contract will be sub-contracted?
- (ii) the name of the sub-contractor? %
- (iii) the B-BBEE status level of the sub-contractor?
- (iv) whether the sub-contractor is an EMB? YES / NO (delete which is not applicable)

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm

9.2 VAT registration number

9.3 Company registration number

9.4 TYPE OF COMPANY/ FIRM :

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

9.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business?

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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.

2.

1.

WITNESSES:

- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

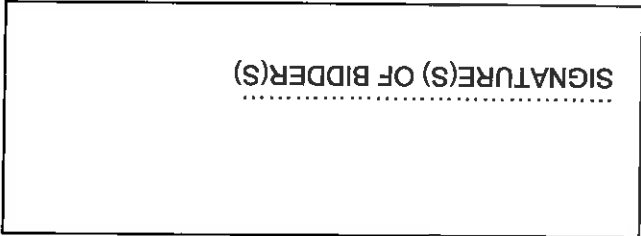
SIGNATURE(S) OF BIDDER(S)

DATE:

ADDRESS:

.....

.....



DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

SBD 8

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).	+	<input type="checkbox"/>
4.1.1	If so, furnish particulars: The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	<input type="checkbox"/>	<input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	<input type="checkbox"/>	<input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	<input type="checkbox"/>	<input type="checkbox"/>
4.4.1	If so, furnish particulars:		

JS3659W

Name of Bidder
.....

Date
.....

Position
.....

Signature
.....

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

CERTIFICATION

SBD 8

CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:

a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.

b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.

4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;

2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;

3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;

4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;

5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

(a) has been requested to submit a bid in response to this bid invitation;

(b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and

(c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. 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 consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

JS914w 2

Name of Bidder	Position
Date	Signature

10. 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.

³ 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.

- of the awarding of the contract.
9. 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 particulars of the products or services to which this bid invitation relates.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery (f) bidding with the intention not to win the bid.
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (d) the intention or decision to submit or not to submit, a bid;
- (c) methods, factors or formulas used to calculate prices;
- (b) geographical area where product or service will be rendered (market allocation)
- (a) prices;

GOVERNMENT PROCUREMENT GENERAL CONDITIONS OF CONTRACT.

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and

- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.

- Special Conditions of Contract (SCC) relevant to a specific bid, should be compile separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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General Conditions of Contract

1. Definitions 1. The following terms shall be interpreted as indicated:

- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, catering, training, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.
2. Application.
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
3. General
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights.**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance security**
- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
- (b) A cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or organization acting on behalf of the Department.

8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

- 10. Delivery and documents**
- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.
- 11. Insurance**
- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.
- 12. Transportation**
- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
- 13. Incidental services**
- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) Performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) Furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) Performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) Training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.
- 14. Spare parts**
- 14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) Such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) In the event of termination of production of the spare parts:
- (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- (ii) Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

- 19. Assignment**
19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts**
20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.
- 22. Penalties**
22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

- 23. Termination for default**
- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) If the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) If the Supplier fails to perform any other obligation(s) under the contract; or
- (c) If the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) The name and address of the supplier and / or person restricted by the purchaser;
- (ii) The date of commencement of the restriction
- (iii) The period of restriction; and
- (iv) The reasons for the restriction.
- These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) The parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) The purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) The supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) The aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33. National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation

- 34. Prohibition of Restrictive practices**
- 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.
- js GCC (revised July 2010)
- 35. SPECIAL CONDITIONS OF CONTRACT**
- 35.1 The State reserves the right to verify and authenticate all the information supplied in this document by the bidder.
- 35.2 The Bid must be strictly in accordance with the conditions and specifications contained herein.
- 35.3 If it is found that any information has been tampered with during the evaluation process and/or after the Bid/Contract has been awarded that any false information has been provided, the State reserves the right to take the necessary action as it deems fit, including but not limited to the institution of criminal proceedings.
- 35.4 Failure to sign all relevant places shall invalidate your bid (SBD1, SBD 3.1, SBD 4, SBD 6.1 or 6.2, SBD 8, SBD 9 and SCC)
- 35.5 All queries should be sent to the relevant person via email state above. No query will be responded to if sent 3 days before the closing date.
- 35.6 If you are not a registered supplier with the Department of Water and Sanitation, please complete the supplier registration forms and banking details, supplier registration forms are available at Departmental website, www.dwa.gov.za
- 35.7 Bidders/ Individuals that are directors or members in more than one company bidding for this tender and do not openly declare their interests will be disqualified
- 35.8 Failure to submit original and valid Tax Clearance Certificate shall invalidate your bid.
- 35.9 The DWS reserves the right to not make an award on any of the responses to this Bid.
- 35.10 The DWS reserves the right to award only parts of this bid and re-bid for other parts.
- 35.11 All bid documents should be hand delivered and deposited in to the Tender Box, if sent via post, envelope or package, the envelope must be clearly marked to avoid your submission been mixed with normal letters sent to the Department.
- 35.12 Only signed, original documents will be accepted.

36. ACCEPTANCE OF TERMS AND SPECIAL CONDITIONS

The above terms of the bid and all Annexure have been read, understood and accepted.

For and on behalf of the Bidder:

.....

Signature of Bidder:

Date:

Bidder's Name & Surname:

Designation

Witness Name & Surname:

Date

Signature:

Address (Physical):



_____ CLOSING DATE:

_____ CONTACT NUMBER:

_____ CONTACT PERSON:

_____ TRADING NAME:

W10911

THE DEPARTMENT OF WATER AND SANITATION WISHES TO INVITE ALL INTERESTED PROFESSIONAL SERVICE PROVIDERS FOR RENDERING SECURITY GUARDING SERVICES (NATIONALLY) FOR THE PERIOD OF 12 MONTHS



This template must be completed by the bidder

TENDER NUMBER		
SERVICE /PROJECT DESCRIPTION		
NAME OF BIDDER		
TENDER AMOUNT		
BBBEE LEVEL		
COMPANY'S COMPOSITION OF EXISTANCE		
	% OWNERSHIP	TOTAL NUMBER
WOMEN		
PEOPLE WITH DISABILITIES		
BLACK MALES		
YOUTH		
PARTICIPATION IN PROJECT IMPLEMENTATION		
	TOTAL NUMBER	LEVEL OF PARTICIPATION (eg Project Management, Technical, Administrative)
WOMEN		
PEOPLE WITH DISABILITIES		
BLACK MALES		
YOUTH		

Please note that this information is for reporting purposes only, and will not prejudice the company in anyway nor will it be considered as an evaluation tool.

Name:

Position:

Signature:

Date:

DEPARTMENT OF WATER AND SANITATION

BID W10911

**RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION
(NATIONALLY) FOR THE PERIOD OF 12 MONTHS**

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SECTION 6: SAMPLE OHS MANDATORY AGREEMENT (SECTION 37(2))

1. Instructions to Bidders

SECTION 1: LEGALITIES

**RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION
FOR THE PERIOD OF 12 MONTHS**

BID W10911

DEPARTMENT OF WATER AND SANITATION

1.1 COMPULSORY FORMS TO BE SUBMITTED BY THE BIDDER

The bidder must ensure that all documents as indicated below is attached to this bid. Failure to comply will result that the bid will not be considered for evaluation. The documents to be attached are as follows:

NO		YES		NO	
NO	COMPULSORY FORMS TO BE SUBMITTED BY THE BIDDER	Indicate either "Yes" OR "No"			
a	An original and valid tax clearance certificate	Comply			
b	Company / CC / Trust / Partnership registration certificates	Comply			
c	The pricing schedule (ANNEXURE 10) must be completed in full and the price should include all relevant taxes and costs as specified in the bid	Comply			
d	ALL SBD Forms attached to this bid (SBD1; SBD4; SBD6.1; SBD8; SBD9)	Comply			
e	Letter of Good Standing with the Compensation Commissioner in terms of the Compensation for Occupational Injuries and Diseases Act No 130 of 1993)	Comply			
f	Valid Certificate of Compliance with Labour (Unemployment Fund) or Letter of Good standing with Labour	Comply			
g	Submission of Registration Certificates of both the company and its Directors with PSIRA as per PSIRA Act 56 of 2001	Comply			
h	Letter of Good Standing with PSIRA	Comply			
i	Letter of intent of Public Liability Insurance to the minimum value of 5 million rand	Comply			
j	Letter of intent of Professional Indemnity Insurance to the minimum value of 5 million rand	Comply			
k	Copy of Firearms Licenses (if armed guards are required). Take note that copies must be equivalent to the number of armed guards needed	Comply			
L	Company Profile	Comply			
m	Site Specific Security Operational Plan	Comply			
n	Company Contingency Plan (Strikes and Labour Action)	Comply			

1.2 COMPULSORY FORMS TO BE COMPLETED BY THE BIDDER AT CLOSING TIME OF BID

The bidder must ensure that all documents as attached to this bid are fully and neatly completed and also that signatures are made to all areas where it is indicated to do so. Failure to comply will result that the bid will not be considered for evaluation. The documents are as follows:

NO	COMPULSORY FORMS TO BE COMPLETED BY THE BIDDER AT CLOSING TIME OF BID	Indicate either "Yes" OR "No"	
a	Invitation to Bid (SBD 1)	Comply	
b	Tax clearance certificate requirements (SBD 2)	Comply	
c	The pricing schedule (ANNEXURE 10) must be completed in full and the price should include all relevant taxes and costs as specified in the bid	Comply	
d	Declaration of Interest (SBD4)	Comply	
e	Declaration of Past Supply Chain Practice (SBD 8)	Comply	
f	Certificate of Independent Bid Determination (SBD 9)	Comply	
g	Preference Points (SBD 6.1)	Comply	
h	Vendor Master Form (SAP) (Annexure 11) / Entity Maintenance Form	Comply	
i	Schedule of Similar Work Done	Comply	
j	State Security Agency Clearance Application Form	Comply	
k	Original Certificate of Attendance of Site Inspection / Site Briefing Meeting	Comply	

**RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND
SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS**

**DEPARTMENT OF WATER AND SANITATION
BID W10911**

1. INSTRUCTIONS TO BIDDERS

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8. Form SBD 1
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14. The Department's right to decline any bid
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18. Rejection of bids
19. Results of bids
20. Insurance Documentation
21. Evaluation Criteria
22. Penalties

INSTRUCTIONS TO BIDDERS

1. ISSUING OF DOCUMENTS

(a) A document is issued to a prospective Bidder. These documents are obtainable for free from:

Supply Chain Office
 Zwamadaka Building
 1157 Francis Beard Street
 PRETORIA
 0002
 or
 Private Bag X313
 PRETORIA
 0001

Tel.: 012-336-75188 or 012-336-7240

(b) Bidders must satisfy themselves that the document is complete and conform to the index of this document. Should any figures or writing be indistinct or should any pages be missing from this document or should this document or the drawing(s) contain any obvious errors, the Bidders must immediately notify the Employer in order to have any discrepancy rectified or clarified before submitting his bid. Such clarification will be valid only if made by the Department by means of formal amendment as described hereunder prior to the date of submission of bids. The Department may issue amendments to clarify or modify the Bid Documents. A copy of each amendment will be issued to each bidder and shall be acknowledged on the form issued with the amendments. No claim whatsoever will be entertained for faults in the bid price resulting from the above-mentioned discrepancies.

(c) No alterations, omissions or additions shall be made to this document, but should it be deemed necessary to do so, the Bidder is at liberty to qualify his bid.

(d) All Bidders shall be deemed to have waived, renounced and abandoned any conditions printed or written upon any stationery used by them for the purpose of or in connection with the submission of bids which are in conflict with the conditions laid down in this document.

(e) The number of guards required in this Bid document may vary from time to time. The successful bidder will be notified in writing of the number of guards to be added or removed to and from the site.

(d) It is a requirement of this contract that the successful bidder have a command post / site office in a radius of 100km from the actual site where the service will be rendered, failure to comply with this requirement will invalidate the bid.

2. QUERIES WITH RESPECT TO THIS BID

Queries of a specific technical nature may be directed in writing to:

Mr. V Mdulili for Safety and Security Management at MduliliV@dws.gov.za
 Mr. MV Shai for Supply Chain Management at shaim@dws.gov.za
 For all SCM related enquiries, kindly contact:
 Patrick Mabasa at 012 336 7518
 Jacob Gwadaba at 012 336 7240

3. COMPLETION OF BIDS

(a) The bid must be signed on the Invitation to Bid form (SBD 1) annexed hereto with all blanks in the bid and the appendix filled in.

(b) All spaces in the bid forms and other annexure(s) shall be completed in full.

The General and Special Conditions of Contract shall be regarded as an integral part of the contract documents.

7. GENERAL AND SPECIAL CONDITIONS OF CONTRACT

6.3 TAKE NOTE that all Compulsory Site Briefing Certificates will be signed off.

6.2 Bidders must TAKE NOTE that registration process will start as from 09h00 AM to 10h00 AM on the respective day and bidders arriving after 10h00 AM will not be accepted.

Date:??????
Time: 09:00
Venue: Roodepiaat Dam Access Road,
Off Moloto and Kwamhlanga Road,
Roodepiaat Construction Training Centre

6.1 Attendance is required at a Compulsory Site Briefing Session were bidders may familiarize themselves with aspects of the proposed services and raise questions. Details of the Compulsory Site Briefing Session are as follows and failure to attend this meeting will invalidate the bid.

6. COMPULSORY SITE BRIEFING SESSION

(b) A certificate signed by or on behalf of each participating person and/or company and/or firm authorizing the person who signed the bid to do so.

(a) The original or a notarially certified copy of the original document under which joint venture was constituted which must define precisely inter alia the conditions under which the joint venture will function, its period of duration and the participation of the several constituent persons and/or companies and/or firms.

If the bid is submitted by joint venture of more than one person and/or Companies and/or firms it shall be accompanied by the following:

The Bid, if by an individual, must be signed by that individual or by someone on his behalf duly authorized thereto and proof of such authority must be produced. If the bid is by a Company it must be signed by a person duly authorized thereto by a Board of Directors a copy of which Resolution, duly certified by the Chairman of the Company is to be submitted with the bid.

5. SIGNATURE ON BIDS

(b) Bids must be sealed and endorsed as above, will be received by:
The Supply Chain Management Office or may be deposit in the bid box at the entrance of the Zwamadaka Building 157 Francis Beard Street, Pretoria and not later than 11:00 on the date stipulated on the front cover of this document.

(a) The original Bid, together with a covering letter and supporting documents, shall be sealed in an envelope endorsed: "ORIGINAL" BID FOR W10911:RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS and the name of the Bidder shall be clearly shown.

4. SUBMISSION OF BIDS

(d) The bid documents shall not be separated in any way nor must any pages be detached from the original documents.
(c) The Special Conditions of Contract contained in the bid document and the Pricing Schedule must be fully completed and priced out by the bidder. Failure to do so will deem your bid invalid.

The bid offer will only be acceptable if the bidder complies with all the requirements as stated in the bid document. No official order will be issued before the signing of the Service Level Agreement (SLA) which is included in this document. The signing of the SLA should take place 1 month before the issuing of an order.

15. ACCEPTANCE OF BID OFFER

The Department does not bind itself to accept the lowest or any bid.

14. THE DEPARTMENT'S RIGHT TO DECLINE ANY BID

No bid forwarded by telegram, telex, facsimile, e-mail or similar apparatus will be considered.

13. TELEGRAPHIC BIDS

The bid offer must be valid for 90 days from closing time. If requested in writing by DWS, the validity period stated in the bid document may be extended.

12. BID VALIDITY PERIOD

The Bidder shall submit proof of insurance as specified in the Special Conditions of Contract, Sub-Clause 11.1 within 30 days after receipt of "Letter of notification to Bidder" from the Department. Failure to comply with this requirement within the 30 calendar days shall result in the bid being awarded to another bidder.

The Bidder should submit at closure of the bid all the relevant registration certificates. Failure to comply will invalidate your bid.

11. CERTIFICATES

Where applicable, Bidders must allow in their Bids for all labour, material, machinery and everything necessary for the execution and completion of the Contract in accordance with the bid documents. No alterations may be made in the Invitation to Bid, Schedule of Quantities or other documents and the bid will be deemed to comply entirely with the terms of the documents.

10. BIDDERS TO COMPLY WITH DOCUMENTS

PLEASE NOTE THAT PREFERENCE POINTS CLAIMED IN THE STANDARD BIDDING DOCUMENT PROVIDED WILL BE AUDITED BY AN INDEPENDENT PROFESSIONAL SERVICE PROVIDER. SUPPLIERS THAT PROVIDE INCORRECT OR FALSE INFORMATION REGARDING THE OWNERSHIP OF THEIR COMPANY, RUNS THE RISK OF BEING PROSECUTED WITH THE POSSIBLE RESTRICTION FROM PARTICIPATING IN CONTRACT WITH ANY DEPARTMENT IN THE SPHERE OF GOVERNMENT. PARTICULAR ATTENTION SHOULD BE GIVEN TO THE CONTENT OF SBD 6.1, PARAGRAPH 9.8.

NOTICE TO ALL POTENTIAL BIDDERS

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

9. PREFERENCE FOR EQUITY OWNERSHIP:

The copy of Form SBD 1 (Invitation to Bid), annexed to these documents, must be completed and signed by the Bidder. Failure to do so will deem your bid invalid.

8. FORM SBD 1:

16. DEPARTMENT NOT LIABLE FOR BIDDER'S EXPENSES

The Department will not be held liable for any expenses incurred in preparing and submitting bids.

17. PAYMENTS UNDER THE CONTRACT

All payments due to the Contractor in terms of the contract will be done by means of Electronic Fund Transfer. Contractors must provide the necessary details of their bank account in a standardized form supplied by the department (SAP Vendor Master Form and Entity Maintenance Form).

18. REJECTION OF BID

Bids not complying with the above-mentioned requirements and specifications may be regarded as incomplete and may not be considered.

19. RESULTS OF BIDS

Results of non-acceptance of bids will be sent to individual unsuccessful bidders and particulars of accepted bids are published weekly in the Government Tender Bulletin.

20. INSURANCE DOCUMENTATION

Successful bidder will be expected to secure insurance with legitimate financial/insurance institution to the value indicated in **B. SPECIAL CONDITIONS OF CONTRACT, Sub clause 11.1**

21. EVALUATION CRITERIA

During the evaluation, the evaluation Committee will be following a five (5) phase approach as follows:

Phase	Key Indicator	Requirements	Take Note by Initiating
Phase: 1	Administrative Compliance (Verification by SCM Practitioners)	Bidders are required to submit and or complete all documents as specified in of the Bid; this should form part of the bid submitted by closing date. Omission to complete and/or submit the listed documents will render your bid non responsive and the bid will not be considered for the Phase 2 Evaluation. For more details see paragraph 21.1	Note by Initials
Phase: 2	Technical Compliance:	The bid will be evaluated using the criteria as set out in the bid and failure to comply with all the specifications as listed will render the bid as not to specification and non-responsive and the bid will not be considered for the phase 3 evaluations. For more details see paragraph 21.2	Note by Initials
Phase 3	Compulsory site inspection by DWS officials:	The Department reserves the right to conduct uniformed compulsory physical site inspections at any time after closing of the bids and during the bid validation period. This inspection will be conducted by a DBAC approved evaluation committee. The committee will consist of representatives of SCM, Safety & Security Management and	Note by Initials

CORPORATE AND COMBAT UNIFORM		
Boots/shoes		
Trousers/skirts		
Shirts/blouses		
	Compliant	Not Compliant

EMPLOYMENT REQUIREMENTS		
Age requirements (e.g. minimum age - 18 yrs and maximum age = 50 yrs)		
Registration - Private Security Industry Regulations Act		
Record clearance - SAPS		
Language requirements : English literate (i.e. English and Ethnic language)		
Minimum academic requirements		
	Compliant	Not Compliant

ADMINISTRATIVE LOGISTIC CAPABILITIES		
Training Centre		
Offices		
	Compliant	Not Compliant

21.2 PHASE 2: EVALUATION CRITERIA: TECHNICAL REQUIREMENTS

		Certificate of Attendance of Site Inspection / Site Briefing Meeting
h	Submission of Registration Certificates of both the company and its Directors with PSIRA as per PSIRA Act 56 of 2001	Note by Initials
i	Letter of Good Standing with PSIRA	Note by Initials
j	Letter of Intent of Public Liability Insurance to the minimum value of 5 million rand	Note by Initials
k	Copy of Firearms Licenses (if armed guards are required). Take note that copies must be equivalent to the number of armed guards needed	Note by Initials
l	Company Profile	Note by Initials

FIREARM		
	Compliant	Not Compliant
Pistols (e.g. caliber 9 mm)		
Storage facilities		
Control system(s)		
Weapon register		
Ammunition usage table		
Holster		
Competency Certificate		
Frequency of control		
Maintenance programme - internal/external		

TRANSPORT		
	Compliant	Not Compliant
Passenger vehicles		
Commercial Vehicles		

STANDARD EQUIPMENT		
	Compliant	Not Compliant
Batons		
Handcuffs		
Whistle		
Pocketbook and pen		
Flashlight/Torch		
Company Identity card		
PSIRA Registration card		

Socks/Pantihoses		
Belts		
Jerseys		
Coats/jackets/wind breakers		
Raincoats		

COMPANY / BIDDERS OPERATIONAL CONTROL ROOM			
Proof of Physical Address	Compliant	Verified: (Yes / No)	Not Compliant
Proof of Postal Address	Compliant	Verified: (Yes / No)	Not Compliant
Telephone (Landline)	Compliant	Verified: (Yes / No)	Not Compliant
Fax line	Compliant	Verified: (Yes / No)	Not Compliant
Cell number	Compliant	Verified: (Yes / No)	Not Compliant
Email Address	Compliant	Verified: (Yes / No)	Not Compliant
BIDDERS / COMPANY BUSINESS OFFICES			
Name of Bidder:	Area: City/Town		
	Area Municipality		
	Area Province		

Example of the Compulsory Site Inspection Template (Bidder must not complete this Template)

The Department reserves the right to conduct uninformed compulsory physical site inspections at any time after closing of the bids and during the bid validation period. This inspection will be conducted by a DBAC approved evaluation committee. The committee will consist of representatives of SCM, Safety & Security Management and SCM Practitioners.

21.3 PHASE 3: EVALUATION CRITERIA: COMPULSORY SITE INSPECTION TEMPLATE

Only bidders who are compliant will be considered further to phase 3 of the evaluation.

COMMUNICATIONS	
Hand radios	Compliant
Base radios	Compliant
Telephone system (Telkom)/ Fax Machine	Compliant
Cellular telephones	Compliant
Recording of reports	Compliant
Log and recording of documentation	Compliant

Certificate of serviceability - issued annually by gunsmith	
---	--

BIDDERS / COMPANY RECORDS			
Does the bidder have an Operational Control Room?	Yes/No	Comments:	Compliant
Is the control room fully operational?			Compliant
Is the control room manned by a competent person?	Yes/No	Comments:	Compliant
What PSIRA qualification does the officer have?			Compliant
Does the Operational Control Room have a functional base/hand two-way communication radio?	Yes/No	Comments:	Compliant
Does the official who is appointed to mend the control room make entries in the Occurrence Book?	Yes/No	Comments:	Compliant
Is the following equipment available: Safe Radio Landline Telephone Other security equipment (Torches, Handcuffs, Batons etc.)	Yes/No	Comments:	Compliant
BIDDERS / COMPANY RECORDS			
Total number of personnel as per payroll or PSIRA personnel list of the bidder	Yes/No	Comments:	Proof
Proof of salaries of guards (ensure if it is in-line with PSIRA tariffs)	Yes/No	Comments:	Proof
Proof of resent / previous projects:	Yes/No	Comments:	Proof
1			Compliant (Proof)
2			Compliant (Proof)
3			Compliant (Proof)
4			Compliant (Proof)
5			Compliant (Proof)
Does the bidder have uniform and is it branded?			Compliant
Does the bidder have vehicles and are the vehicles marked / branded?			Compliant
Are the bidder's vehicles installed with radio communication systems?			Compliant
Is the radio communication system in the bidder's vehicles functional?			Compliant

Note by Initials Take Note by Initialing	The appointment of the successful bidder will be subject to the positive security screening as per the National Strategic Intelligence Agency Act, Security Agency (SSA) (Act 39 of 1994) to be conducted by State Security Agency (SSA)	State Security Agency clearance Certificate
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21.5 PHASE 5: EVALUATION CRITERIA: STATE SECURITY AGENCY CLEARANCE CERTIFICATE

Note by Initials Take Note by Initialing	Bidders must submit B-BBEE certificates that points may be claimed for B-BBEE in terms of Preferential Procurement Regulation, 2011. Such claims should be accompanied by either an original SANAS accredited certificate or a certified copy of such a certificate to qualify for the points.	Evaluation of Price and Preference Points claimed
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21.4 PHASE 4: EVALUATION OF PRICE AND PREFERENCE POINTS CLAIMED

BIDDERS / COMPANY FIRE ARMS AND AMMUNITION (IF REQUIRED)		
Does the bidder have enough firearms and ammunition as per the specification of this bid?	Compliant	Not Compliant
Is the firearms registered in the name of the company?	Compliant	Not Compliant
Does the bidder have all licenses of the firearms which are to be utilized on the site as per the specification?	Compliant	Not Compliant
Does the bidder have a firearm permit book and an issue register?	Compliant	Not Compliant
Are all personnel competent for carrying firearms as per the specification?	Compliant	Not Compliant
Does the bidder have a safe for safe keeping of firearms?	Compliant	Not Compliant

Bidder must "Take Note" of the under listed penalties which will be imposed should ineffective services will be rendered during the contracted period. Failure to comply will render the bid non responsive

22. PENALTIES

ITEM	PENALTY				Take Note
	Low Risk Site	Medium Risk Site	High Risk Site	Frequency	
The security officer is on duty without a pocket book and pen	R50	R75	R100	Per Incident	
Possession of private cell phone by a security officer whilst on duty	R50	R75	R100	Per Incident	
Pocket book of a security officer written up in advance	R50	R75	R100	Per Incident	
Pocket book not written up hourly	R20	R50	R75	Per Incident	
The security officer is on duty without an identify card (Name tag)	R50	R75	R100	Per Incident	
The security officer is on duty without any instrument to determine time or such instrument is not in working condition	R50	R75	R100	Per Incident	
There is no operational base radio on Site where required	R50	R75	R100	Per shift	
The security officer is without a hand-held radio for communication and/or this is not in working order	R50	R75	R100	Per Incident	
Possession of private firearm by security officer whilst on duty	R500	R750	R1000	Per Incident	
Self-posting and/or no parade or inspection of a security officer	R250	R350	R500	Per Incident	
Late posting of a security officer	R250	R350	R500	Per Incident	

ITEM	PENALTY				Take Note
	Low Risk Site	Medium Risk Site	High Risk Site	Frequency	
Late submission of any required information as per agreement i.e. minutes of meetings, salary advices etc.	R250	R350	R500	Per month	
Late submission of non-submission of Health& Safety minutes	R50	R75	R100	Per month	
Late submission or non-submission of progress report	R250	R350	R500	Per month	
No visit from off-Site Supervising Inspector / Site Manager to Site	R50	R75	R100	Per Incident	
Non-attendance of weekly meeting by the Bidder	R250	R350	R500	Per week	
Non-attendance of monthly meetings by managing member or director of the Bidder	R250	R350	R500	Per month	
Visitors to the building without escort	R250	R350	R500	Per month	
Unavailability of, and non-submission or late submission, of any relevant documentation, sheets or failure to complete or keep all relevant documents up to date	R100	R150	R200	Per Incident	
Failure to hand in or late submission of feedback report on the occurrence of an Incident	R100	R150	R200	Per Incident	
Security officer sleeping on duty	R250	R500	R750	Per Incident	
Security officer under the influence of alcohol/drugs	R250	R500	R750	Per Incident	

ITEM	PENALTY					Take Note
	Security officer absent from duty/no security officer deployed	R250	R500	R1000	Per Incident	
	Low Risk Site	Medium Risk Site	High Risk Site	Frequency		

- 1. THE FOLLOWING DOCUMENTS MUST BE COMPLETED HERE
 - 1.1 STATE SECURITY AGENCY CLEARANCE APPLICATION FORM
 - 1.2 CERTIFICATE OF ATTENDANCE AT SITE INSPECTION
 - 1.3 SCHEDULE OF BIDDERS PARTICULARS
 - 1.4 SCHEDULE OF SIMILAR WORK UNDERTAKEN BY BIDDER

SCM MANAGEMENT COMPLIANCE:

RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

BID W10911

DEPARTMENT OF WATER AND SANITATION

1.2 CERTIFICATE OF ATTENDANCE AT SITE INSPECTION

This is to certify that (bidder) _____ of (address)

_____ was represented by the person

named below at the compulsory meeting held for all bids at (location) _____

on (date) _____ starting at (time) _____

I acknowledge that the purpose of the inspection was to acquaint myself with the site of the works and / or matters incidental to doing the work specified in the bid documents in order for me to take account of everything necessary when compiling our rates and prices included in the bid.

Particulars of person attending the meeting:

Name: _____ Signature : _____

Capacity: _____

Attendance of the above person at the meeting is confirmed by the Department's representative,

_____ namely:

Name _____ Signature : _____

Capacity: _____ Date and Time _____

NOTE: The completion of this document in full is the responsibility of the Bidder. The Bidder must ensure that

the Department's Representative completes the section as required. Failure to complete the document in full will

invalidate the Bid.

1.3 SCHEDULE OF BIDDERS PARTICULARS

Where is this company Headquarters situated?

Where is this company regional/district offices situated (if any)?

Will the regional/district offices be established in the Centre where the service is to be rendered?

Yes/No: _____

If yes where: _____

Detail of bank or financial institution, which manages bidder's finance:

Name of bank:

Address:

Contact Person:

Telephone no.:

Do you consent that the financial institution may answer financial enquiries and supply statements on request?

Yes/No

Are you in a partnership or a close corporation? Yes/No

If yes provide the following information:

NAME	IDENTITY NUMBER	STREET ADDRESS

Do you enter business for the first time: Yes / No

The bidder must provide copies of all the documents as indicated in Section 1: LEGALITIES under paragraph 1, "COMPULSORY FORMS TO BE SUBMITTED BY THE BIDDER AT CLOSING TIME OF BID".

Photocopy attached to this page: Yes/No.

2.1	GENERAL CONDITIONS OF CONTRACT
2.2	SPECIAL CONDITIONS OF CONTRACT
2.3	SPECIAL CONDITIONS OF CONTRACT FOR SECURITY SERVICES

CONTENTS

SECTION 2: CONDITIONS OF CONTRACT

**DEPARTMENT OF WATER AND SANITATION
RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND
SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS**

BID W10911

DEPARTMENT OF WATER AND SANITATION

Item	Data
Delivery and documents	Invoices submitted for payment must be verified and signed and should be supported by timesheets/salary advices signed by the appointed security officers. These documents will be signed for as received on delivery by a designated person.
Insurance	It shall be the successful bidder responsibility to submit the following under listed insurances on the accepting of the contract and the signing of the Service Level Agreement (SLA): (1) a Public Liability insurance; All losses incurred by the Department as a result of failures occurred within compliance or breach of contract shall be claimed from the successful bidders. The Department reserves the right to verify the validity of the above-mentioned insurances on a monthly basis or as otherwise agreed.
Transportation	An all-inclusive price is required.
Incidental Services	The supplier may be required to enter or provide any or all of the following services, including additional services connected therewith, (Service Level Agreement, Security Operational Plan and Site specifications)
Firearms	It shall be the bidder's responsibility to fully comply with the provisions of the Firearms Control Act, Act 60 of 2000 and the specific Regulations of 2004 pertaining to the Firearms Control Act. The bidder is to ensure that all firearms which are to be utilized during the services period is stored as in accordance with the guidelines of the said Act; guards are to be trained by an accredited approved training service provider; all the firearms of the bidder must be registered in the name of the company; the bidder must ensure that the guards are supplied with valid firearm permits for each shift undertaken. The bidder must keep record of all relevant documentation with regard to the firearms, firearms permits, and competency training certificates for the use of firearms for audit purposes by the departments' representative. The bidder must take note that should the company or its security officers not comply with the provisions of the said Act and regulations, the department has the right to stop the services or to abscond the services with immediate effect and report to the nearest SAPS.
Payment	Payment will be made in Rand.
Prices	Only price adjustments in accordance with the formula indicated in the pricing schedule will be allowed.
Settlement of Disputes	Disputes shall be resolved by way of negotiation falling which the matter shall be referred for mediation, conciliation and then arbitration as agreed by the parties.
Applicable law	The contract shall be governed and interpreted in accordance with South African laws.
Termination of contract	The parties shall have a right to terminate this agreement after thirty days written notice has been served to the other party.

2.2 SPECIAL CONDITIONS OF CONTRACT

The Contract shall be governed by "General Conditions of Contract" (Attached to this bid document). The variations from these General Conditions of Contract shall be given in the Special Conditions of Contract below.

2.1 GENERAL CONDITIONS OF CONTRACT

2.3 SPECIAL CONDITIONS OF CONTRACT FOR SECURITY SERVICES
FAILURE TO COMPLETE THIS COMPLY AND TAKE NOTE SECTION WILL INVALIDATE YOUR BID

1.	The Contractor shall pay his/her employees the minimum monthly basic wage, as prescribed for the area concerned according to, Sectoral Determination 6: Private Security Sector in terms of Section 51(1) of the Basic Conditions of Employment Act, Act 75 of 1997 (Government Gazette no 20933 dated 25 February 2000). Proof of this should be provided to the Department for the duration of the contract on a monthly basis.	Comply
2.	For the purpose of this contract, use will be made of the specified Grade Security Officers, as defined in the Basic Conditions of Employment Act, Sectoral Determination 6: Private Security Sector.	Comply
3.	The award of this contract is subject to the clearance of all prospective bidders by the State Security Agency (SSA). In the event that SSA does not clear the bidder scoring the highest number of points the award of the bid may in terms of Regulation 9 of the Preferential Procurement Regulations (2011), be awarded to a bidder that did not score the highest number of points.	Take Note
4.	Are you, the company or close corporation and every director of the company or every member of the close corporation, registered in terms of Sections 10(1)(a) and 10(1)(b) of the Security Officers Act, 1957 (Act 92 of 1987)? Attach copy of registration. Failure to comply will disqualify your bid.	Comply Take Note
5.	The Department reserves the right not to accept offers of bidders not registered as security officers.	Take Note
6.	Are all your employees trained according to the training required of the Board of Security Officers?	Comply
7.	The contractor shall, in order to secure the continuity of the service, in the application of the security measure, allocate specific personnel for the service on the site. Exchange of personnel without the consent of the departmental representative is not permitted	Comply
8.	Is the offer strictly in accordance with the conditions and specifications? If not in accordance with the specification, furnish the deviations.	Comply
9.	Bidders must be in the position to assume duty within 30 days after the awarding of the bid.	Comply
10.	Are you registered in terms of section 23(1) or 23(3) of the value Added Tax Act, 1991 (Act no 89 of 1991)? If so, state your VAT registration number.	Comply
11.	Failure to complete the "Comply / Not Comply" column or any other part of this specification where an answer is required will result in the bid being disqualified as non-responsive.	Take Note
12.	For the purpose of this contract, use will be made of PSIRA Qualification Grade A, B, C and D Security Officers, as defined in the PSIRA Illustrative Pricing Structure.	Comply
	Has full particulars, namely index series, index, base date and figures, components out of which the bid price is made up and the weights allotted to that as well as the firm part of the bid price been furnished as required in the pricing schedule in Annexure 10?	Comply

14	Please note that the Department is not obliged to accept the lowest or only bid received. Bids will be evaluated according to the attached criteria of the Department of Water & Sanitation.	Take Note
15	Is the offer strictly in accordance with the attached conditions and specifications?	Comply
16	If not in accordance with the specification, furnish the deviations. The bidder shall, in order to secure the continuity of the service, in the application of the security measure, allocate specific personnel for the service on the site. Exchange of personnel without the consent of the Departmental representative would not be permissible under this contract.	Comply
17	Firearms to be used must be at least 9mm pistols and shotguns.	Comply
18	Copies of all firearm licenses certificates must be attached to this bid document. Failure to comply will invalidate your bid.	Comply
19	If alternative weapons are suggested, details in writing stating the type, quantities and motivation for the use of these weapons should be submitted.	Take Note
20	The Department reserves the right to award this bid to more than one Bidder. Failure to complete the Annexure 10 (Pricing Schedule) in full will invalidate your bid.	Comply

3.1 PRICING INSTRUCTION 3.1
3.2 PRICING SCHEDULE (ANNEXURE 10) 3.2

CONTENTS

SECTION 3: PRICING SCHEDULE

RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

BID W10911

DEPARTMENT OF WATER AND SANITATION

PartNumber:	Name of Province:
Part A	Eastern Cape Province
Part B	Free State Province
Part C	Gauteng Province
Part D	Kwa-Zulu Natal Province
Part E	Limpopo Province
Part F	Mpumalanga Province
Part G	Northern Cape Province
Part H	North West Province
Part I	Western Cape Province

This bid is divided into PARTS as follows:

3.1.5 IMPORTANT TO NOTE THE FOLLOWING ON COMPLETION OF PRICING SCHEDULE WHICH IS COMPULSORY FOR FULL COMPLETION

Incorrect entries shall not be erased or obliterated with correction fluid but must be crossed out neatly. The correct figures must be entered above or adjacent to the deleted entry, and the alteration must be initiated by the Bidder.

3.1.4 CORRECTNESS OF ENTRIES

The price per month must include all costs, e.g. salaries, uniforms, transport, accommodation, insurance premiums, etc. No additional cost will be paid if not included in the price per month amount. The rates to be filled in the Pricing Schedule should include all costs. All rates and amounts quoted in the Pricing Schedule shall be in Rand and shall include VAT.

3.1.3 PRICING OF THE SCHEDULE (ANNEXURE 10)

The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment. The quantities given in the Pricing Schedule are estimated only, and subject to change during the execution of the work. Quantities in this document cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works.

3.1.2 QUANTITIES REFLECTED IN THE SCHEDULE

The Pricing Schedule forms part of the Contract Documents and must be read and priced in conjunction with all the other documents which include the Conditions of Contract, Special Conditions of Contract and the Specifications.

3.1.1 GENERAL

3.1 PRICING INSTRUCTION

3.1.5.1 TABLE OF PARTS DEPARTMENT OF WATER & SANITATION

Take that this bid is divided into Provinces and Parts (A-I) and the Department reserve the right to appoint more than one bidder per part and or province.

Part A: Eastern Cape Province

Take note that Part (F) includes armed and unarmed guarding services for sites or areas in the Eastern Cape Region, Construction Sites and Cluster/Operational Offices and Sites				
Item	Area	Province	Town	Site Description
1	Construction South	Eastern Cape	Queenstown	Gamata at Queenstown in the Eastern Cape Province
2	Construction South	Eastern Cape	Queenstown	Ncora at Queenstown in the Eastern Cape Province
3	Construction East	Eastern Cape	Tsomo	Tsomo Water Treatment Works at Tsomo in the Eastern Cape Province
4	Construction East	Eastern Cape	Cofimvaba	Tsojana Dam Refurbishment at Cofimvaba in the Eastern Cape Province
5	Construction East	Eastern Cape	Umtata	Mhlanga Dam Refurbishment at Umtata in the Eastern Cape Province
6	Southern Operations	Eastern Cape	Somerset East	Uitkeer at Somerset East
7	Southern Operations	Eastern Cape	Mthatha	Mthatha Dam
8	Southern Operations	Eastern Cape	Port Elizabeth	Port Elizabeth Office
9	Regional Office	Eastern Cape	King Williams Town	Guarding service at the Regional Office King Williams Town
10	Regional Office	Eastern Cape	East London	Guarding service at the Regional Office East London
11	Regional Office	Eastern Cape	Cradock	Guarding service at the Regional Office Cradock

Part B: Free State Province

Take note that Part (I) includes armed and unarmed guarding services for sites or areas in the Free State Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction East	Free State	Koffiefontein	Kalkfontein Dam Refurbishment at Koffiefontein in the Free State Province
2	Construction East	Free State	Harrismith	Sterkfontein dam Single Quarters near Harrismith in the Free State province

Part C: Gauteng Province

Take note that Part (G) includes armed and unarmed guarding services for sites or areas in the Gauteng Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Pretoria	Gauteng Region	Pretoria	Head Office
2	Pretoria	Gauteng Region	Pretoria	Pretoria West
3	Pretoria	Gauteng Region	Pretoria	Rooodeplaats Dam
4	Pretoria	Gauteng Region	Pretoria	Rooodeplaats RQS
5	Pretoria	Gauteng Region	Pretoria	Praetor Form Building at Pretoria in the Gauteng Province
6	Construction East	Gauteng Region	Pretoria	Infrastructure Branch Training Centre
7	Regional Office	Gauteng Region	Gauteng Office	Gauteng Regional Office

Part D: Kwa-Zulu Natal Province

Take note that Part (H) includes armed and unarmed guarding services for sites or areas in the KZN Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction East	KZN Region	Hawick	Midmar Dam at Hawick in the Kwazulu Natal province
2	Construction East	KZN Region	Bergville	Jagersrust and Woodstock at Bergville in the Kwazulu Natal Province
3	Construction East	KZN Region	Bergville	Drill Pump Station at Bergville in the Kwazulu Natal Province
4	Construction East	KZN Region	Hammersdale	Hammersdale Dam Refurbishment at Hammersdale in the Kwazulu Natal Province
5	Construction East	KZN Region	Hluhluwe	Hluhluwe Bulk Water Supply at Hluhluwe in the Kwazulu Natal Province

Part E: Limpopo Province

Take note that Part (G) includes armed and unarmed guarding services for sites or areas in the Limpopo Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction East	Limpopo	Jane Furse	Nkadimeng dam refurbishment
2	Construction East	Limpopo	Hoedspruit	Liverpool Weir
3	Construction North	Limpopo	Mokopane	Vaalkop Dam at Mokopane in the Limpopo Province
4	Construction North	Limpopo	Tzaneen	DWS: Construction North Administration Office at Tzaneen in the Limpopo Province
5	Construction North	Limpopo	Tzaneen	Nkambako Water Treatment Works & Xihoko Pump Station at Tzaneen in the Limpopo Province
6	Construction North	Limpopo	Elim	Valdezia Reservoir & Mowkop Pipe Line at Elim in the Limpopo Province.
7	Construction North	Limpopo	Thohoyandou	Levubu Workshop at Thohoyandou in the Limpopo Province.

8	Construction North	Limpopo	Thohoyandou	Levubu Camp (Employee Residential Area) at Thohoyandou in the Limpopo Province.
9	Construction North	Limpopo	Thohoyandou	Levubu Senior (Employee Residential Area) at Thohoyandou in the Limpopo Province.
10	Construction North	Limpopo	Thohoyandou	Levubu Quarters (Employee Residential Area) at Thohoyandou in the Limpopo Province.
11	Construction North	Limpopo	Thohoyandou	Vuwani Pump Station at Thohoyandou in the Limpopo Province
12	Construction North	Limpopo	Malamulele& Thohoyandou	Gumbani Reservoir at Malamulele in the Limpopo Province.
13	Construction North	Limpopo	Malamulele& Thohoyandou	Mukhomi Pipe Yard at Malamulele in the Limpopo Province.
14	Construction North	Limpopo	Malamulele& Thohoyandou	Mavambe Pump Station at Malamulele in the Limpopo Province.
15	Construction North	Limpopo	Malamulele& Thohoyandou	Nandoni Workshop at Thohoyandou in the Limpopo Province.
16	Construction North	Limpopo	Malamulele& Thohoyandou	NR6 Reservoir at Thohoyandou in the Limpopo Province.
17	Construction North	Limpopo	Thohoyandou	Nzhelele at Thohoyandou in the Limpopo Province.
18	Construction West	Limpopo	Dennilton	Moutse Bulk Water Supply Project at Dennilton in the Limpopo Province
19	Northern Cluster/Operations	Limpopo	Groblersdal	Guarding Services at Groblersdal Sub-Regional office and Sites
20	Northern Cluster/Operations	Limpopo	Flag Boshielo Dam	Guarding Services at Flag Boshielo Dam and Sites
21	Northern Cluster/Operations	Limpopo	Tzaneen	Guarding Services at Tzaneen Sub-Regional Area Office
22	Northern Cluster/Operations	Limpopo	Tzaneen	Guarding Services at Tzaneen Sub-Regional Area Office disposal yard
23	Northern Cluster/Operations	Limpopo	Middle Letaba Dam	Guarding Services at Tzaneen Sub-Regional Area Office
24	Northern Cluster/Operations	Limpopo	Albasini Dam	Guarding Services at Albasini Dam and Sites
25	Northern Cluster/Operations	Limpopo	Nandoni Dam	Guarding Services at Nandoni Dam and Sites

26	Northern Cluster/Operations	Limpopo	Tshipise	Guarding Services at Tshipise Dam and Sites
27	Northern Cluster/Operations	Limpopo	Civil maintenance Camps	Guarding Services at Civil Maintenance Camps
28	Northern Cluster/Operations	Limpopo	Nsami Dam	Guarding Services at Nsami Pumpstation
29	Regional Office	Limpopo	Polokwane: Water Resources Information Management	Guarding Services at Water Resources Information Management in Polokwane
30	Regional Office	Limpopo	Polokwane: Seshego Stores	Guarding Services at Seshego Stores and Sites
31	Regional Office	Limpopo	Tzaneen: Tzaneen Proto CMA	Guarding Services at Tzaneen Proto CMA
32	Regional Office	Limpopo	De Hoop Dam	Guarding Services at De Hoop Dam and Sites
33	Regional Office	Limpopo	Central District / Capricorn	Guarding Services at Central District/Capricorn and Sites
34	Regional Office	Limpopo	Polokwane	Guarding Services at Limpopo Regional Office and Sites
35	Regional Office	Limpopo	Polokwane	Guarding Services at Waterberg District Office and Sites
36	Regional Office	Limpopo	Polokwane	Guarding Services at Vhembe District: Nandoni Dam
37	Regional Office	Limpopo	Polokwane	Guarding Services at Vhembe District: PhalaPhala Office
38	Construction West	Limpopo	De Hoop Dam	De Hoop Dam Project in the Steelport area in the Limpopo Province
39	Construction West	Limpopo	Schoonoord	Schoonoord Bulk Water Supply in the Jane Furse area in the Limpopo Province
40	Construction North	Limpopo	Levubu	Moukop Pipelines for Bulk Water Supply in the Levubu area in the Limpopo Province

Part F: Mpumalanga Province

Take note that Part (B) includes armed and unarmed guarding services for sites or areas in the Mpumalanga Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction East	Mpumalanga	Standerton	Grootdraai Dam at Standerton in the Mpumalanga Province
2	Construction East	Mpumalanga	Standerton	Vlakfontein Canal at Standerton in the Mpumalanga Province
3	Construction East	Mpumalanga	Amsterdam	Jericho Dam at Amsterdam in the Mpumalanga Province
4	Construction East	Mpumalanga	Badplaas	Vygeboom Dam at Badplaas in the Mpumalanga Province
5	Construction East	Mpumalanga	Amsterdam	Westoe Dam at Amsterdam in the Mpumalanga Province
6	Construction East	Mpumalanga	CharCelliers	Grootfontein Pump Station near CharCelliers in the Mpumalanga Province
7	Construction East	Mpumalanga	Trichard	Rietfontein Pump Station near Trichard in the Mpumalanga Province
8	Construction East	Mpumalanga	Bushbuckridge	Inyaka Water Treatment Works at Bushbuckridge in the Mpumalanga Province
9	Regional Office	Mpumalanga	Nelspruit	Guarding Services at Mpumalanga Regional Office and Sites
10	Regional Office	Mpumalanga	Wilklip Dam	Guarding Services at Wilklip Dam and Sites
11	Regional Office	Mpumalanga	Bronkorspruit	Guarding Services at Bronkorspruit office and Sites
12	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Mongeston Pump Station
13	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Heys Hope Dam
14	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Geelhutboom Pump Station

15	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Bronkorspruit office and Sites
16	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Supply Chain, Mechanical, Electrical and Civil Workshops
17	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Administration Block
18	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Westoe Dam
19	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Kiliphoek Pump Station
20	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Nootgedagt Dam
21	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Vygeboom Dam
22	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Trichardt Fontein Dam
23	Central Cluster/Operations	Mpumalanga	Trichardt Fontein Dam	Guarding Services at Trichardt Fontein Dam
24	Central Cluster/Operations	Mpumalanga	Knoppies Tower	Guarding Services at Knoppies Tower
25	Central Cluster/Operations	Mpumalanga	Bochkop Low lift Pump Station	Guarding Services at Bochkop Low lift Pump Station
26	Central Cluster/Operations	Mpumalanga	Greylingstad Reservoir	Guarding Services at Greylingstad Reservoir
27	Central Cluster/Operations	Mpumalanga	Kriel & Witbank	Guarding Services at Kriel Pipeline 40km and Emalaheni 40km

Part G: Northern Cape Province

Take note that Part (A) includes armed and unarmed guarding services for sites or areas in the Northern Cape Region, Construction Sites and Cluster/Operational Offices and Sites				
Item	Area	Province	Town	Site Description
1	Construction Central	Northern Cape	Jan Kempdorp	Central Workshop at Jan Kempdorp in the Northern Cape Province

2	Construction West	Northern Cape	Jan Kempdorp	Mechanical Workshop at Jan Kempdorp in the Northern Cape Province
3	Construction West	Northern Cape	Kuruman	Kuruman Bulk Water Supply Project at Kuruman in the Northern Cape Province
4	Construction West	Northern Cape	Springbok	Springbok Bulk Water Supply Project at Springbok in the Northern Cape Province
5	Construction West	Northern Cape	Hartswater	Vaalharts Project at Hartswater in the Northern Cape Province
6	Construction West	Northern Cape	Askham	Kalahari East Pipeline at Askham in the Northern Cape Province
7	Regional Office	Northern Cape	Kimberley	Guarding Services at Northern Cape Regional Office
8	Regional Office	Northern Cape	Uplington	Guarding Services at Northern Cape Sub-regional Office

Part H: North West Province

Take note that Part (D) includes armed and unarmed guarding services for sites or areas in the Western Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction East	North -West Province	Potchefstroom	Boskop Canal Refurbishment at Potchefstroom in the North West Province
2	Construction East	North -West Province	Potchefstroom	Lakeside Canal Refurbishment at Potchefstroom in the North West Province
3	Construction East	North -West Province	Groot Maricho	Lindleyspoort Canal Refurbishment at Groot Maricho in the North West Province
4	Construction East	North -West Province	Zeerust	Moetsana Canal Refurbishment at Zeerust in the North West Province
5	Construction West	North -West Province	Potchefstroom	Potchefstroom Office at Potchefstroom in the North West Province
6	Construction West	North -West Province	Brits	Roodekopies Dam at Brits in the North West Province
7	Construction West	North -West Province	Brits	Brits Water Treatment Works at Brits in the North West Province

8	Construction West	North -West Province	Taung	Taung Augmentation Phase 2D at Taung in the North West Province
9	Construction West	North -West Province	Bloemhof	Bloemhof Bulk Water Supply Project at Bloemhof in the North West Province
10	Construction West	North -West Province	Mafikeng	Mafikeng Water Treatment Works in Mafikeng in the North West Province
11	Northern Cluster/Operations	North -West Province	Biesbokaagte Workshop	Guarding Services at Biesbokaagte Workshop and Sites
12	Northern Cluster/Operations	North -West Province	Hartebeespoort Dam: Offices	Guarding Services at Hartebeespoort Dam: Offices and Sites
13	Northern Cluster/Operations	North -West Province	Hartebeespoort Dam: Area Offices	Guarding Services at Hartebeespoort Dam: Area Offices and Sites
14	Northern Cluster/Operations	North -West Province	Groot Marico Dam	Guarding Services at Groot Marico Dam
15	Northern Cluster/Operations	North -West Province	Brits	Guarding Services at Mechanical Electrical Workshop and Supply chain
16	Northern Cluster/Operations	North -West Province	Bo – Molopo	Guarding Services at Bo - Molopo
17	North West Regional Office	North West province	Mafikeng	Guarding Services at North West Regional Office: Area Offices and Sites/Mega City Complex
18	North West Regional Office	North West province	Hartebeespoort	Guarding Services at Hartebeespoort Office: Communication Centre
19	North West Regional Office	North West province	Hartebeespoort	Guarding Services at Hartebeespoort Office
20	Regional Office	North West Province	Potchefstroom	Guarding Services at Boskop Offices
21	Regional Office	North West Province	Potchefstroom	Guarding Services at Potchefstroom Area Offices
22	Construction West	North -West Province	Setlagole	Setlagole Bulk Water Supply (Reservoir) at Setlagole in the North West Province
23	Construction West	North -West Province	Setlagole	Setlagole Bulk Water Supply (Pipeline) at Setlagole in the North West Province
24	Construction West	North -West Province	Koster	Koster Waste Water Treatment at Koster in the North West Province

Part I: Western Cape Province

Take note that Part (E) includes armed and unarmed guarding services for sites or areas in the Western Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description
1	Construction South	Western Cape	Paarl	Drakenstein Site office
2	Construction South	Western Cape	Paarl	Paarl Office and Single Quarters
3	Construction South	Western Cape	Villiersdorp	Elandsdooft Pipeline
4	Construction South	Western Cape	Clan William	Raising of the Clan William Dam
5	Southern Operations/Clusters	Western Cape	Franshoek	Guarding Services at Bergriver Dam at Franshoek
6	Southern Operations/Clusters	Western Cape	Jonkershoek/ Franshoek	Guarding Services at Kleinplaas Dam at Jonkershoek
7	Southern Operations/Clusters	Western Cape	Worcester	NWRI Office at Worcester
8	Southern Operations/Clusters	Western Cape	Worcester/Villiersdorp	Theewaterskloof Dam
9	Southern Operations/Clusters	Western Cape	Worcester	Brandvlei Pump Station
10	Southern Operations/Clusters	Western Cape	Franschoek	Robertsvlei Housing
11	Regional Office	Western Cape	Worcester	Security Guarding Service Worcester Drilling Office
12	Regional Office	Western Cape	Worcester	Security Guarding Service Worcester Hydro Office

Take note that this is a "non-firm bid" and the below formula must be completed. Failure to complete the below formula in paragraph 3.1.6.5 numbered a, b, c and d will invalidate your bid.

3.1.6.4 FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

Index..... Dated.....
 Index..... Dated.....
 Index..... Dated.....
 Index..... Dated.....

3.1.6.3 The following index/indices must be used to calculate your bid price:

P_a = The new escalated price to be calculated.
 $(1-V)P_t$ = 85% of the original bid price. Note that P_t must always be the original bid price and not an escalated price.
 D_1, D_2, \dots = Each factor of the bid price e.g. labour, transport, clothing, footwear, etc. The total of the various factors D_1, D_2, \dots etc. must add up to 100%.
 R_1, R_2, \dots = Index figure obtained from new index (depends on the number of factors used).
 R_{10}, R_{20}, \dots = Index figure at time of bidding.
 $V P_t$ = 15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

Where:

$$P_a = (1-V)P_t \left(D_1 \frac{R_1}{R_{10}} + D_2 \frac{R_2}{R_{20}} + D_3 \frac{R_3}{R_{30}} + D_4 \frac{R_4}{R_{40}} + V P_t \right)$$

3.1.6.2 IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES)

3.1.6.1 NON-FIRM PRICES SUBJECT TO ESCALATION

3.1.6 PRICE ADJUSTMENTS

NOTE: If paragraph 3.1.7.5 is not completed in full the tender price is firm.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

3.1.6.5 Factor: D1, D2..= Each factor of the bid price e.g. labour, transport, clothing, footwear, etc. The total of the various factors D1,D2...etc. must add up to 100%.

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Eastern Cape Province

BID W/10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Eastern Cape Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: A:

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION:

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION EASTERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.2 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.2 Rendering of continuous armed & unarmed security guarding services as follows:

PART A		
Rendering of continuous security guarding services to the department of Water & Sanitation Eastern Cape Province for an approximate period of 12 months		
<p>Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.</p>		
No:	Standard services requirement	Take Note
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM	
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM	
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM	
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service	
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;	
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.	
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:	
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.	
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.	

Part A: Eastern Cape Province

Take note that **Part (A)** includes armed and unarmed guarding services for sites or areas in the Eastern Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction South	Eastern Cape	Queenstown	Qamata at Queenstown in the Eastern Cape Province	1x Unarmed Grade B Security Officer 12x Unarmed Grade D Security Officers
2	Construction South	Eastern Cape	Queenstown	Ncora at Queenstown in the Eastern Cape Province	1x Unarmed Grade B Security Officer 8x Unarmed Grade D Security Officers
3	Construction East	Eastern Cape	Tsomo	Tsomo Water Treatment Works at Tsomo in the Eastern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 8x Armed Grade C Security Officers
4	Construction East	Eastern Cape	Cofimvaba	Tsojana Dam Refurbishment at Cofimvaba in the Eastern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 8x Armed Grade C Security Officers
5	Construction East	Eastern Cape	Umtata	Mhlanga Dam Refurbishment at Umtata in the Eastern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 8x Armed Grade C Security Officers 1x Unarmed Grade B Supervisor (24 Hours)
6	Southern Operations	Eastern Cape	Somerset East	Uitkeer at Somerset East	2x Armed Grade C Security Officer 3x Unarmed Grade D Security Officers
7	Southern Operations	Eastern Cape	Mthatha	Mthatha Dam	2x armed Grade C Security Officer 2x Unarmed Grade D Security Officers
8	Southern Operations	Eastern Cape	Port Elizabeth	Port Elizabeth Office	1x Unarmed Grade D Security Officers
9	Regional Office	Eastern Cape	King Williams Town	Guarding service at the Regional Office King Williams Town	2x Unarmed Grade C Security Officer 6x Unarmed Grade D Security Officers
10	Regional Office	Eastern Cape	East London	Guarding service at the Regional Office East London	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officers
11	Regional Office	Eastern Cape	Cradock	Guarding service at the Regional Office Cradock	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officers

Part A: Eastern Cape Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION EASTERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER: GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards Construction East Unit 3x Day Shift	3
2	UNARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 2x Day Shift ARMED SECURITY OFFICER: GRADE C Seven days a week (Monday to Sunday)	3
3	For access control and general guarding duties 12x Day Shift 12x Night Shift UNARMED SECURITY OFFICER: GRADE C Seven days a week (Monday to Sunday)	28
4	For supervision, monitoring of guards, access control and general guarding duties 5x Day Shift 5x Night Shift	6

	UNARMED SECURITY OFFICER: GRADE D Seven days a week (Monday to Sunday)				
5	For access control and general guarding duties 18x Day Shift 22x Night Shift	40	
	BRANDED PATROL VEHICLE				
6	Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 3x Patrol Vehicles	3	
			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT	
			R.....	R.....	

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B R.....per month

Security Supervisors / Guards Grade C R.....per month

Security Guards Grade D R.....per month

Firearms:

Rendering of Security Service nationally for 12 months (DWS)

9 mm Pistol R.....per month

Shotgun R.....per month

Ammunition:
9 mm Pistol R.....per month

Shotgun R.....per month

Two-way Communication:
Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:
Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Free State Province

BID W10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Free State Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: B

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION:

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION FREESTATE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.3 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.3 Rendering of continuous armed & unarmed security guarding services as follows:

PART B	Rendering of continuous security guarding services to the department of Water & Sanitation Free State Province for an approximate period of 12 months
Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.	
No:	Standard services requirement
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18h00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.

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Part I: Free State Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION FREE STATE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (B) includes armed and unarmed guarding services for sites or areas in the Free State Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction East	Free State	Kofffontein	Kalkfontein Dam Refurbishment at Kofffontein in the Free State Province	1x Branded Patrol Vehicle 1x Unarmed Grade B Security Officer 2x Unarmed Grade C Security Officer 6x Unarmed Grade D Security Officer
2	Construction East	Free State	Hartsmith	Sterkfontein dam Single Quarters	1x Branded Patrol Vehicle 1x Unarmed Grade B Security Officer 1x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer

Part B: FREE STATE

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION FREE STATE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	UNARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 1X Day Shift	2
2	UNARMED SECURITY OFFICER	3

	GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 1x Day Shift 1x Night Shift				
	UNARMED SECURITY OFFICER GRADE D Seven days a week (Monday to Sunday) For access control and general guarding duties 2x Day Shift 4x Night Shift	10	
3	BRANDED PATROL VEHICLE Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 1x Patrol Vehicles	2	
4				TOTAL PRICE PER MONTH INCLUDING 14% VAT R.....	TOTAL PRICE PER YEAR INCLUDING 14% VAT R.....

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B R.....per month

Security Supervisors / Guards Grade C R.....per month

Security Guards Grade D R.....per month

Firearms:
9 mm Pistol R.....per month

Shotgun R.....per month

Ammunition:
9 mm Pistol R.....per month

Shotgun R.....per month

Two-way Communication:
Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:
Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION
Pricing Schedule for the Gauteng Province

BID W10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Gauteng Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: C

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION:

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION GAUTENG PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.4 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.4 Rendering of continuous armed & unarmed security guarding services as follows:

PART C	Rendering of continuous security guarding services to the department of Water & Sanitation Gauteng Province for an approximate period of 36 months
Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.	
No:	Take Note
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSJRA requirements.
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.

CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.

Part C: Gauteng Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION GAUTENG PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (C) includes armed and unarmed guarding services for sites or areas in the Gauteng Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Pretoria	Gauteng Region	Pretoria	Head Office: Waterbron Building	2x Unarmed Grade C Security Officers 3x Unarmed Grade D Security Officers
2	Pretoria	Gauteng Region	Pretoria	Head Office: Sedibeng Building	1x Unarmed Grade C Security Officers 4x Unarmed Grade D Security Officers (Monday to Friday-nights/shift only, Weekends and public holidays- day and night shifts)
3	Pretoria	Gauteng Region	Pretoria	Head Office: Emanzini Building	1x Unarmed Grade C Security Officers 1x Unarmed Grade D Security Officers (Monday to Friday-nights/shift only, Weekends and public holidays - day and night shifts)
4	Pretoria	Gauteng Region	Pretoria	Head Office: Zwamadaka Building	2x Unarmed Grade C Security Officers 2x Unarmed Grade D Security Officers
5	Pretoria	Gauteng Region	Pretoria	Head Office: Ndinaye Building	2x Unarmed Grade C Security Officers 2x Unarmed Grade D Security Officers
6	Pretoria	Gauteng Region	Pretoria	Head Office: Continental Building	2x Unarmed Grade C Security Officers 5x Unarmed Grade D Security Officers
7	Pretoria	Gauteng Region	Pretoria	Head Office: Pretoria West	4x Armed Grade C Security Officers 4x Unarmed Grade D Security Officers

8	Pretoria	Gauteng Region	Pretoria	Head Office: Roodeplaar RQS	2x Armed Grade C Security Officers 4x Unarmed Grade D Security Officers
9	Pretoria	Gauteng Region	Pretoria	Head Office: Roodeplaar Training Centre	2x Armed Grade C Security Officers 4x Unarmed Grade D Security Officers
10	Pretoria	Gauteng Region	Pretoria	Praetor Forum Building at Pretoria in the Gauteng Province	2x Unarmed Grade C Security Officers 5x Unarmed Grade D Security Officers
11	Construction East	Gauteng Region	Pretoria	Infrastructure Branch Training Centre	1x Armed Grade B Security Officer 8x Armed Grade C Security Officers
12	Construction East	Gauteng Region	Deneysville	Vaal Dam House Building Works	1x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officers
13	Regional Office	Gauteng Region	Gauteng Office	Gauteng Regional Office	2x Unarmed Grade C Security Officers 2x Unarmed Grade D Security Officers

Part C: Gauteng Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION GAUTENG PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards	1
2	ARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 4x Day Shift 4x Night Shift	16
3	UNARMED SECURITY OFFICER	15

GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties 11x Day Shift 13x Night Shift			
UNARMED SECURITY OFFICER GRADE D Seven days a week (Monday to Sunday) For access control and general guarding duties 15x Day Shift 23x Night Shift	40
		TOTAL PRICE PER MONTH INCLUDING 14% VAT R.....	TOTAL PRICE PER YEAR INCLUDING 14% VAT R.....
		R.....	R.....

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B R.....per month

Security Supervisors / Guards Grade C R.....per month

Security Guards Grade D R.....per month

Firearms:
9 mm Pistol R.....per month

Shotgun R.....per month

Ammunition:
9 mm Pistol R.....per month

Shotgun R.....per month

Two-way Communication:
Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:
Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Kwa-Zulu Natal (KZN) Province

BID W10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Kwa-Zulu Natal Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary, and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: D

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION:

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION KWA-ZULU NATAL PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.5 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.5 Rendering of continuous armed & unarmed security guarding services as follows:	
PART D	Rendering of continuous security guarding services to the department of Water & Sanitation Kwa-Zulu Natal Province for an approximate period of 36 months
Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.	
No:	Standard services requirement
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.
	Take Note

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION KWA-ZULU NATAL PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (D) includes armed and unarmed guarding services for sites or areas in the KZN Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction East	KZN Region	Hawick	Midmar Dam at Hawick in the Kwazulu Natal province	1X Branded Patrol Vehicle 1x Armed Grade B Security Officer 1x Armed Grade C Security Officer 6x Unarmed Grade D Security Officer
2	Construction East	KZN Region	Bergville	Jagersrust and Woodstock at Bergville in the Kwazulu Natal Province	1X Branded Patrol Vehicle 1x Armed Grade C Security Officer 8x Unarmed Grade D Security Officer
3	Construction East	KZN Region	Bergville	Drill Pump Station Single Quarters	1x Armed Grade C Security Officer 4x Unarmed Grade D Security Officer
4	Construction East	KZN Region	Hammersdale	Hammersdale Refurbishment at Hammersdale in the Kwazulu Natal Province	1X Branded Patrol Vehicle 1x Armed Grade B Security Officer 1x Armed Grade C Security Officer 7x Unarmed Grade D Security Officer
5	Construction East	KZN Region	Hluhluwe	Hluhluwe Bulk Water Supply at Hluhluwe in the Kwazulu Natal Province	1X Branded Patrol Vehicle 2x Unarmed Grade C Security Officer 20x Unarmed Grade D Security Officer

Part D : Kwa-Zulu Natal Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION KWA-ZULU NATAL PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 3x Day Shift	2

	ARMED SECURITY OFFICER				
2	GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 3x Night Shift	4	
	UNARMED SECURITY OFFICER				
3	GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties 2x Day Shift 2x Night Shift	2	
	UNARMED SECURITY OFFICER				
4	GRADE D Seven days a week (Monday to Sunday) For access control and general guarding duties 24x Day Shift 30x Night Shift	45	
	BRANDED PATROL VEHICLE				
5	Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 5x Patrol Vehicles	4	
			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT	
			R.....	R.....	

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In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B	R.....	per month
Security Supervisors / Guards Grade C	R.....	per month
Security Guards Grade D	R.....	per month
<u>Firearms:</u>		
9 mm Pistol	R.....	per month
Shotgun	R.....	per month
<u>Ammunition:</u>		
9 mm Pistol	R.....	per month
Shotgun	R.....	per month
<u>Two-way Communication:</u>		
Base Radio	R.....	per month
Hand Held Radio	R.....	per month
<u>Vehicles:</u>		
Motor Vehicle (Sedan, 4x4, etc.)	R.....	per month
Motorbike	R.....	per month
Quad Bike	R.....	per month
Bicycle	R.....	per month

Transport Charges per kilometer

R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Limpopo Province

BID W/10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Limpopo Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary, and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: E

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION:

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION LIMPOPO PROVINCE FOR AN APPROXIMATE PERIOD OF 36 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.6 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

Rendering of Security Service nationally for 12 months (DWS)

3.2.6 Rendering of continuous armed & unarmed security guarding services as follows:

PART E		Rendering of continuous security guarding services to the department of Water & Sanitation Limpopo Province for an approximate period of 36 months
<p>Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.</p>		
No:	Standard services requirement	Take Note
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM	
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM	
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM	
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service	
e	Ensure that a Branded Patrolling Vehicle must be available when needed for the full duration of the contract period;	
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios/ for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.	
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month); for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:	
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.	
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.	

Part E: Limpopo Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION LIMPOPO PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (C) includes armed and unarmed guarding services for sites or areas in the Limpopo Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction East	Limpopo	Jane Furse	Nkadimeng dam refurbishment	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 1x Armed Grade C Security Officer 2x Armed Grade C Security Officers 3x Unarmed Grade D Security Officers
2	Construction East	Limpopo	Hoedspruit	Liverpool Weir	1x Armed Grade B Security Officer 4x Armed Grade C Security Officers
3	Construction North	Limpopo	Mokopane	Vaalkop Dam at Mokopane in the Limpopo Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 1x Armed Grade C Security Officer 15x Unarmed Grade D Security Officers
4	Construction North	Limpopo	Tzaneen	DWS: Construction North Administration Office at Tzaneen in the Limpopo Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 30x Unarmed Grade D Security Officers
5	Construction North	Limpopo	Tzaneen	Nkambako Water Treatment Works & Xihoko Pump Station at Tzaneen in the Limpopo Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 19x Unarmed Grade D Security Officers
6	Construction North	Limpopo	Elim	Valdezia Reservoir & Mowkop Pipe Line at Elim in the Limpopo Province.	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 6x Armed Grade C Security Officer 72x Unarmed Grade D Security Officers
7	Construction North	Limpopo	Thohoyandou	Levubu Workshop at Thohoyandou in the Limpopo Province.	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 1x Armed Grade C Security Officer 9x Unarmed Grade D Security Officers
8	Construction North	Limpopo	Thohoyandou	Levubu Camp (Employee Residential Area) at Thohoyandou in the Limpopo Province.	4x Unarmed Grade D Security Officers
9	Construction North	Limpopo	Thohoyandou	Levubu Senior (Employee Residential Area) at Thohoyandou in the Limpopo Province.	4x Unarmed Grade D Security Officers
10	Construction North	Limpopo	Thohoyandou	Levubu Quarters (Employee Residential Area) at Thohoyandou in the Limpopo Province.	2x Unarmed Grade C Security Officers 9x Unarmed Grade D Security Officers

11	Construction North	Limpopo	Thohoyandou	Vuwani Pump Station at Thohoyandou in the Limpopo Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 1x Armed Grade C Security Officer 9x Unarmed Grade D Security Officers
12	Construction North	Limpopo	Malamulele & Thohoyandou	Gumbani Reservoir at Malamulele in the Limpopo Province.	2x Unarmed Grade D Security Officers
13	Construction North	Limpopo	Malamulele & Thohoyandou	Mukhomi Pipe Yard at Malamulele in the Limpopo Province.	2x Unarmed Grade D Security Officers
14	Construction North	Limpopo	Malamulele & Thohoyandou	Mavambe Pump Station at Malamulele in the Limpopo Province.	2x Unarmed Grade D Security Officers
15	Construction North	Limpopo	Malamulele & Thohoyandou	Nandoni Workshop at Thohoyandou in the Limpopo Province.	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 22x Unarmed Grade D Security Officers
16	Construction North	Limpopo	Malamulele & Thohoyandou	NR6 Reservoir at Thohoyandou in the Limpopo Province.	2x Unarmed Grade D Security Officers
17	Construction North	Limpopo	Thohoyandou	Nzulele at Thohoyandou in the Limpopo Province.	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 22x Unarmed Grade D Security Officers
18	Construction West	Limpopo	Dennilton	Mouse Bulk Water Supply Project at Dennilton in the Limpopo Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 10x Armed Grade C Security Officer 6x Unarmed Grade D Security Officers 4x Unarmed Grade D Security Officers
19	Northern Cluster/Operations	Limpopo	Groblersdal	Guarding Services at Groblersdal Sub-Regional office and Sites	2x Armed Grade B Security Officer 3x Armed Grade C Security Officer 4x Unarmed Grade D Security Officers
20	Northern Cluster/Operations	Limpopo	Flag Boshieo Dam	Guarding Services at Flag Boshieo Dam and Sites	2x Armed Grade B Security Officer 4x Armed Grade C Security Officer
21	Northern Cluster/Operations	Limpopo	Tzaneen	Guarding Services at Tzaneen Sub-Regional Area Office	1x Armed Grade B Security Officer 1x Unarmed Grade C Security Officers 2x Armed Grade C Security Officer
22	Northern Cluster/Operations	Limpopo	Tzaneen	Guarding Services at Tzaneen Sub-Regional Area Office disposal yard	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
23	Northern Cluster/Operations	Limpopo	Middle Letaba Dam	Guarding Services at Tzaneen Sub-Regional Area Office	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
24	Northern Cluster/Operations	Limpopo	Albasini Dam	Guarding Services at Albasini Dam and Sites	1x Armed Grade B Security Officer 1x Unarmed Grade C Security Officers 3x Armed Grade C Security Officer 3x Unarmed Grade D Security Officers

25	Northern Cluster/Operations	Limpopo	Nandoni Dam	Guarding Services at Nandoni Dam and Sites	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officers
26	Northern Cluster/Operations	Limpopo	Tshipise	Guarding Services at Tshipise Dam and Sites	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
27	Northern Cluster/Operations	Limpopo	Civil maintenance Camps	Guarding Services at Civil Maintenance Camps	1x Armed Grade B Security Officer 2x Armed Grade C Security Officer 1x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
28	Northern Cluster/Operations	Limpopo	Nsamli Dam	Guarding Services at Nsamli Pumpstation	1x Armed Grade B Security Officer 2x Armed Grade C Security Officer 1x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
29	Regional Office	Limpopo	Polokwane: Water Resources Information Management	Guarding Services at Water Resources Information Management in Polokwane	2x Unarmed Grade C Security Officer 3x Unarmed Grade D Security Officer
30	Regional Office	Limpopo	Polokwane: Seshego Stores	Guarding Services at Seshego Stores and Sites	2x Unarmed Grade C Security Officer 3x Unarmed Grade D Security Officer
31	Regional Office	Limpopo	Tzaneen: Tzaneen Proto CMA	Guarding Services at Tzaneen Proto CMA	2x Unarmed Grade C Security Officer 3x Unarmed Grade D Security Officer
32	Regional Office	Limpopo	De Hoop Dam	Guarding Services at De Hoop Dam Dam and Sites	2x Unarmed Grade C Security Officer 8x Unarmed Grade D Security Officer
33	Regional Office	Limpopo	Central District / Capricorn	Guarding Services at Central District/Capricorn and Sites	1x Unarmed Grade C Security Officer 1x Unarmed Grade D Security Officer
34	Regional Office	Limpopo	Polokwane	Guarding Services at Limpopo Regional Office and Sites	2x Unarmed Grade C Security Officer 8x Unarmed Grade D Security Officer
35	Regional Office	Limpopo	Polokwane	Guarding Services at Waterberg District Office and Sites	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer
36	Regional Office	Limpopo	Polokwane	Guarding Services at Vhembe District: Nandoni Dam	2x Unarmed Grade C Security Officer 10x Unarmed Grade D Security Officer
37	Regional Office	Limpopo	Polokwane	Guarding Services at Vhembe District: PhalaPhala Office	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer
38	Construction West	Limpopo	De Hoop Dam	De Hoop Dam Project in the Steelport area in the Limpopo Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 6x Unarmed Grade C Security Officer 20x Unarmed Grade D Security Officers

39	Construction West	Limpopo	Schoonoord	Schoonoord Bulk Water Supply in the Jane Furse area in the Limpopo Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 8x Armed Grade C Security Officers 5x Unarmed Grade D Security Officers
40	Construction North	Limpopo	Levubu	Moukrop Pipelines for Bulk Water Supply in the Levubu area in the Limpopo Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officer 83x Unarmed Grade D Security Officers

Part E: Limpopo Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION LIMPOPO PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 12x Day Shift 15x Night Shift	31
2	ARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 5x Day Shift 29x Night Shift	49
3	UNARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties	44

	23x Day Shift 12x Night Shift				
	UNARMED SECURITY OFFICER GRADE D Seven days a week (Monday to Sunday)				
4	For access control and general guarding duties 137x Day Shift 135x Night Shift	404	
5	BRANDED PATROL VEHICLE Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 9x Patrol Vehicles	13	
			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT	
			R.....	R.....	

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B	R.....per month
Security Supervisors / Guards Grade C	R.....per month
Security Guards Grade D	R.....per month
Firearms: 9 mm Pistol	R.....per month
Shotgun	R.....per month
Ammunition: 9 mm Pistol	R.....per month
Shotgun	R.....per month
Two-way Communication: Base Radio	R.....per month
Hand Held Radio	R.....per month
Vehicles: Motor Vehicle (Sedan, 4x4, etc.)	R.....per month
Motorbike	R.....per month
Quad Bike	R.....per month
Bicycle	R.....per month
Transport Charges per kilometer	R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Mpumalanga Province

The Department reserves the right to appoint more than one bidder for this contract for the Mpumalanga Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: F

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION: RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION MPUMALANGA PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.7 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.7 Rendering of continuous armed & unarmed security guarding services as follows:

PART F	Rendering of continuous security guarding services to the department of Water & Sanitation Mpumalanga Province for an approximate period of 36 months
Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.	
No:	Take Note
Standard services requirement	
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.

Part F: Mpumalanga Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION MPUMALANGA PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (B) includes armed and unarmed guarding services for sites or areas in the Mpumalanga Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction East	Mpumalanga	Standerton	Grootdraai Dam at Standerton in the Mpumalanga Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Supervisor 1x Unarmed Grade C Security Officer 6x Unarmed Grade D Security Officer
2	Construction East	Mpumalanga	Standerton	Vlakfontein Canal at Standerton in the Mpumalanga Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Supervisor 2x Armed Grade C Security Officers 24x Unarmed Grade D Security Officers
3	Construction East	Mpumalanga	Amsterdam	Jericho Dam at Amsterdam in the Mpumalanga Province	1x Branded Patrol Vehicle 2x Armed Grade C Security Supervisors 7x Unarmed Grade D Security Officers
4	Construction East	Mpumalanga	Badplaas	Vygeboom Dam at Badplaas in the Mpumalanga Province	1x Armed Grade C Security Supervisor 4x Unarmed Grade D Security Officers
5	Construction East	Mpumalanga	Amsterdam	Westoe Dam at Amsterdam in the Mpumalanga Province	1x Armed Grade C Security Supervisor 4x Unarmed Grade D Security Officers
6	Construction East	Mpumalanga	Bushbuckridge	Inyaka Water Treatment Works at Bushbuckridge in the Mpumalanga Province	1x Armed Grade B Security Supervisor 3x Armed Grade C Security Officers 3x Unarmed Grade D Security Officers
7	Construction East	Mpumalanga	CharCelliers	Grootfontein Single Quarters	1x Unarmed Grade C Security Supervisor 4x Unarmed Grade D Security Officers
8	Construction East	Mpumalanga	Trichard	Rietfontein Single Quarters	1x Unarmed Grade C Security Supervisor 4x Unarmed Grade D Security Officers
9	Regional Office	Mpumalanga	Nelspruit	Guarding Services at Mpumalanga Regional Office and Sites	2x Unarmed Grade C Security Supervisors 4x Unarmed Grad D Security Officers
10	Regional Office	Mpumalanga	Witklip Dam	Guarding Services at Witklip Dam and Sites	6x Armed Grade C Security Officers
11	Regional Office	Mpumalanga	Bronkorspruit	Guarding Services at Bronkorspruit office and Sites	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
12	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Mongeston Pump Station	2x Unarmed Grade C Security Supervisors 3x Unarmed Grade D Security Officers

13	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Heys Hope Dam	2x Unarmed Grade C Security Supervisors 3x Unarmed Grade D Security Officers
14	Central Cluster/Operations	Mpumalanga	Usutu River	Guarding Services at Geelhoutboom Pump Station	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
15	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Supply Chain, Mechanical, Electrical and Civil Workshops	2x Unarmed Grade D Security Officers
16	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Administration Block	2x Unarmed Grade D Security Officers
17	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Westoe Dam	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
18	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Kiphhoek Pump Station	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
19	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Noolgedagt Dam	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
20	Central Cluster/Operations	Mpumalanga	Usutu River, Jericho Dam	Guarding Services at Vygeboom Dam	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
21	Central Cluster/Operations	Mpumalanga	Trichardt Fontein Dam	Guarding Services at Trichardt Fontein Dam	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
22	Central Cluster/Operations	Mpumalanga	Knoppies Tower	Guarding Services at Knoppies Tower	2x Unarmed Grade C Security Supervisors 3x Unarmed Grade D Security Officers
23	Central Cluster/Operations	Mpumalanga	Bochkop Low lift Pump Station	Guarding Services at Bochkop Low lift Pump Station	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
24	Central Cluster/Operations	Mpumalanga	Greylingstad Reservoir	Guarding Services at Greylingstad Reservoir	2x Unarmed Grade C Security Supervisors 2x Unarmed Grade D Security Officers
25	Northern Cluster/Operations	Mpumalanga	Inyaka Dam	Guarding Services at Inyaka Dam	2x Armed Grade B Security Supervisors 4x Armed Grade C Security Officers
26.	Central Cluster/Operations	Mpumalanga	Kriel & Witbank	Guarding Services at Kriel Pipeline and Emalahleni 40km, Patrolling 80km pipeline from Rietfontein pump Station to Duvha Power Station	4x Armed Grade C Security Officers 6x Unarmed Grade D Security Officers

Part F: MPUMALANGA PROVINCE

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION MPUMALANGA PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 4x Day Shift 1x Night Shift	5
2	ARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 10x Day Shift 9x Night Shift	23
3	UNARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties 13x Day Shift 13x Night Shift	29
4	UNARMED SECURITY OFFICER GRADE D Seven days a week (Monday to Sunday)	97

	For access control and general guarding duties 33x Day Shift 50x Night Shift				
	BRANDED PATROL VEHICLE				
5	Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 3x Patrol Vehicles	3	
			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT	
			R.....	R.....	

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B R.....per month

Security Supervisors / Guards Grade C R.....per month

Security Guards Grade D R.....per month

Firearms:
9 mm Pistol R.....per month

Shotgun R.....per month

Ammunition:

9 mm Pistol R.....per month

Shotgun R.....per month

Two-way Communication:

Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:

Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Northern Cape Province

BID W/10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Northern Cape Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: G

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION: RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER& SANITATION NORTHERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER: _____

VALIDITY: 120 DAYS

3.8 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF GUARDING SERVICES

Rendering of Security Service nationally for 12 months (DWS)

3.2.8 Rendering of continuous armed & unarmed security guarding services as follows:

PART G Rendering of continuous security guarding services to the department of Water & Sanitation Northern Cape Province for an approximate period of 36 months

Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.

No:	Take Note
a	
Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM	
b	
Monday to Friday Night Shift starting 18h00 PM to 06h00 AM	
c	
Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM	
d	
All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service	
e	
Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;	
f	
Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, Two way Hand held Radios' for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.	
g	
CONSTRUCTION CENTRAL UNIT: Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM	
h	
CONSTRUCTION CENTRAL UNIT: Monday to Friday Night Shift starting 16h00 PM to 07h00 AM	
i	
CONSTRUCTION CENTRAL UNIT: BUILDERS BREAK: The bidder must supply additional DAY SHIFT SECURITY GUARDS for the builder break period in December and January each year. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment.	
j	
CONSTRUCTION CENTRAL UNIT: Every Friday additional DAY SHIFT SECURITY GUARDS for Construction Central Workshop ARMED & UNARMED Security Guarding services is to be rendered as from 12h00 PM -- 18H00 PM as Day Shift. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:	
k	
CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM -- 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:	
l	
CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to	

	opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.	
m	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.	

PART G NORTHERN CAPE PROVINCE

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION NORTHERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (A) includes armed and unarmed guarding services for sites or areas in the Northern Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction Central	Northern Cape	Jan Kempdorp	Central Workshop at Jan Kempdorp in the Northern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Supervisor 2x Unarmed Grade C Security Officers 9x Unarmed Grade D Security Officers
2	Construction West	Northern Cape	Jan Kempdorp	Mechanical Workshop at Jan Kempdorp in the Northern Cape Province	1x Armed Grade B Security Supervisor 1x Armed Grade C Security Officer 1x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer
3	Construction West	Northern Cape	Kuruman	Kuruman Bulk Water Supply Project at Kuruman in the Northern Cape Province	1x Armed Grade B Security Supervisor 4x Armed Grade C Security Officers 3 x Unarmed Grade D Security Officer
4	Construction West	Northern Cape	Springbok	Springbok Bulk Water Supply Project at Springbok in the Northern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Supervisor 8x Unarmed Grade C Security Officers 5x Unarmed Grade D Security Officers
5	Construction West	Northern Cape	Hartswater	Vaalharts Project at Hartswater in the Northern Cape Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Supervisor 5x Armed Grade C Security Officers 5x Unarmed Grade D Security Officers
6	Construction West	Northern Cape	Askham	Kalahari East Pipeline at Askham in the Northern Cape Province	2x Branded Patrol Vehicles 2x Unarmed Grade C Security Supervisors 30x Unarmed Grade D Security Officers

7	Regional Office	Northern Cape	Kimberley	Guarding Services at Northern Cape Regional Office	2x Unarmed Grade C Security Supervisors 4x Unarmed Grade D Security Officers
8	Regional Office	Northern Cape	Upington	Guarding Services at Northern Cape Sub-regional Office	4x Patrol bicycles 2x Unarmed Grade C Security Supervisors 16x Unarmed Grade D Security Officers

PART G: NORTHERN CAPE PROVINCE

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION NORTHERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards	5
2	ARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 1x Day Shift 9x Night Shift	11
3	UNARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties 9x Day Shift 8x Night Shift	17

<p>UNARMED SECURITY OFFICER</p> <p>GRADE D Seven days a week (Monday to Sunday)</p> <p>4 For access control and general guarding duties 16x Day Shift 42x Night Shift</p>	58
<p>UNARMED SECURITY OFFICER</p> <p>GRADE D (Weekends, Public Holidays and Pay Weekends)</p> <p>5 For access control and general guarding duties 15x Day Shift</p>	15
<p>UNARMED SECURITY OFFICER</p> <p>GRADE D (December Builders Break Each Year)</p> <p>6 For access control and general guarding duties 3x Day Shift</p>	3
<p>BRANDED PATROL VEHICLE</p> <p>7 Seven days a week (Monday to Sunday)</p> <p>For Security Patrol, Guard Posting and Inspections 5x Patrol Vehicles</p>	5
<p>BICYCLES PATROLS</p> <p>8 Seven days a week (Monday to Sunday)</p> <p>For Security Patrol and Inspections 4x Patrol Bicycles</p>	4

			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT
			R.....	R.....

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

- Security Managers / Supervisors Grade B R.....per month
- Security Supervisors / Guards Grade C R.....per month
- Security Guards Grade D R.....per month
- Firearms:**
- 9 mm Pistol R.....per month
- Shotgun R.....per month
- Ammunition:**
- 9 mm Pistol R.....per month
- Shotgun R.....per month

Two-way Communication:

Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:

Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the North West Province

BID W/10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the North West Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: H

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION: RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION NORTH WEST PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.9 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

Rendering of Security Service nationally for 12 months (DWS)

3.2.9 Rendering of continuous armed & unarmed security guarding services as follows:

PART H Rendering of continuous security guarding services to the department of Water & Sanitation North West Province for an approximate period of 36 months

Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.

No:	Take Note
a Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM	
b Monday to Friday Night Shift starting 18h00 PM to 06h00 AM	
c Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM	
d All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service	
e Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period:	
f Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios' for on-site communication and to the Company Control Room, Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.	
g CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month); for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18h00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:	
h CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.	
i CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.	

Part H: North West Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION NORTH WEST PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

Take note that Part (D) includes armed and unarmed guarding services for sites or areas in the Western Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction East	North -West Province	Potchefstroom	Boskop Canal Refurbishment at Potchefstroom in the North West Province	2x Unarmed Grade C Security Officers 4x Unarmed Grade D Security Officers
2	Construction East	North -West Province	Potchefstroom	Lakeside Canal Refurbishment at Potchefstroom in the North West Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 4x Armed Grade C Security Officer 4x Unarmed Grade D Security Officer
3	Construction East	North -West Province	Groot Marcho	Lindleyspoort Canal Refurbishment at Groot Marcho in the North West Province	1x Branded Patrol Vehicle 1x Armed Grade B Security Officer 4x Armed Grade C Security Officer 4x Unarmed Grade D Security Officer
4	Construction East	North -West Province	Zeerust	Moetsana Canal Refurbishment at Zeerust in the North West Province	1x Unarmed Grade C Security Officers 4x Unarmed Grade D Security Officers
5	Construction West	North -West Province	Potchefstroom	Potchefstroom Office at Potchefstroom in the North West Province	1x Unarmed Grade C Security Officers 4x Unarmed Grade D Security Officers
6	Construction West	North -West Province	Brits	Roodekopjes Dam at Brits in the North West Province	1x Branded Patrol Vehicle (ATV) Quad Bike 1x Armed Grade B Security Officer 2x Armed Grade C Security Officer 5x Unarmed Grade D Security Officer
7	Construction West	North -West Province	Brits	Brits Water Treatment Works at Brits in the North West Province	2x Unarmed Grade C Security Officers 6x Unarmed Grade D Security Officers
8	Construction West	North -West Province	Taung	Taung Augmentation Phase 2D at Taung in the North West Province	1x Branded Patrol Vehicle 2x Armed Grade B Security Officers 3x Armed Grade C Security Officers 8x Unarmed Grade C Security Officers 11x Unarmed Grade D Security Officers
9	Construction West	North -West Province	Bloemhof	Bloemhof Bulk Water Supply Project at Bloemhof in the North West Province	1x Unarmed Grade B Security Officer 9x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer
10	Construction West	North -West Province	Matikeng	Matikeng Water Treatment Works in Matikeng in the North West Province	2x Unarmed Grade C Security Officers 4x Unarmed Grade D Security Officers

11	Northern Cluster/Operations	North -West Province	Blesbokaagte Workshop	Guarding Services at Blesbokaagte Workshop and Sites	2x Armed Grade B Security Officers 4x Armed Grade C Security Officer
12	Northern Cluster/Operations	North -West Province	Hartebeespoort Dam: Offices	Guarding Services at Hartebeespoort Dam: Offices and Sites	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 1x Unarmed Grade C Security Officer 1x Unarmed Grade D Security Officer
13	Northern Cluster/Operations	North -West Province	Hartebeespoort Dam: Area Offices	Guarding Services at Hartebeespoort Dam: Area Offices and Sites	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 1x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officer
14	Northern Cluster/Operations	North -West Province	Groot Marico Dam	Guarding Services at Groot Marico Dam	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 1x Unarmed Grade C Security Officer 1x Unarmed Grade D Security Officer
15	Northern Cluster/Operations	North -West Province	Brits	Guarding Services at Mechanical Electrical Workshop and Supply chain	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 1x Unarmed Grade C Security Officer 1x Unarmed Grade D Security Officer
16	Northern Cluster/Operations	North -West Province	Bo - Molopo	Guarding Services at Bo - Molopo	2x Armed Grade B Security Officers 4x Armed Grade C Security Officer
17	Regional Office	North West province	Hartebeespoort	Guarding Services at Hartebeespoort Office: Communication Centre	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officer
18	Regional Office	North West province	Hartebeespoort	Guarding Services at Hartebeespoort Office	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officer
19	Regional Office	North West Province	Potchefstroom	Guarding Services at Boskop Offices	2x Unarmed Grade C Security Officer 4x Unarmed Grade D Security Officer
20	Regional Office	North West Province	Potchefstroom	Guarding Services at Potchefstroom Area Offices	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officer
21	Construction West	North -West Province	Setlagole	Setlagole Bulk Water Supply (Reservoir) at Setlagole in the North West Province	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 3x Unarmed Grade D Security Officers
22	Construction West	North -West Province	Setlagole	Setlagole Bulk Water Supply (Pipeline) at Setlagole in the North West Province	1x Armed Grade B Security Officer 2x Armed Grade C Security Officers 3x Unarmed Grade D Security Officers
23	Construction West	North -West Province	Koster	Koster Waste Water Treatment at Koster in the North West Province	1x Armed Grade B Security Officer 3x Armed Grade C Security Officers 4x Unarmed Grade D Security Officers

Part H: North West Province

**RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION NORTH WEST PROVINCE
FOR AN APPROXIMATE PERIOD OF 12 MONTHS**

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	UNARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards Construction East Unit 1x Night Shift	1
2	ARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 3x Day Shift 12x Night Shift	15
3	ARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For access control and general guarding duties 9x Day Shift 23x Night Shift	36
4	UNARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and	37

	general guarding duties 19x Day Shift 18x Night Shift				
	UNARMED SECURITY OFFICER				
	GRADE D Seven days a week (Monday to Sunday)				
5	For access control and general guarding duties 29x Day Shift 40x Night Shift	75	
	BRANDED PATROL VEHICLE				
6	Seven days a week (Monday to Sunday) For Security Patrol, Guard Posting and Inspections 5x Patrol Vehicles	5	
			TOTAL PRICE PER MONTH INCLUDING 14% VAT	TOTAL PRICE PER YEAR INCLUDING 14% VAT	
			R.....	R.....	

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

Security Managers / Supervisors Grade B R.....per month

Security Supervisors / Guards Grade C R.....per month

Security Guards Grade D R.....per month

Firearms:
9 mm Pistol R.....per month

Shotgun R.....per month

Ammunition:
9 mm Pistol R.....per month

Shotgun R.....per month

Two-way Communication:
Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:
Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

DEPARTMENT OF WATER AND SANITATION

Pricing Schedule for the Western Cape Province

BID W10911

ANNEXURE 10

The Department reserves the right to appoint more than one bidder for this contract for the Western Cape Province.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

PART: I

PRICING SCHEDULE FOR DEPARTMENT OF WATER & SANITATION: RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION WESTERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NB USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER:

VALIDITY: 90 DAYS

3.10 GENERAL DESCRIPTION OF WORK AND SCHEDULE OF SECURITY GUARDING SERVICES

3.2.10 Rendering of continuous armed & unarmed security guarding services as follows:

PART I	Rendering of continuous security guarding services to the department of Water & Sanitation Western Cape Province for an approximate period of 12 months
Standard rules which is to be taken into account when pricing done for the services to be rendered. The bidder must write "Take Note" in the empty spaces under the "Take Note" column. Failure to comply will invalidate the bid.	
No:	Take Note
a	Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM
b	Monday to Friday Night Shift starting 18h00 PM to 06h00 AM
c	Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM
d	All National Public Holidays service is to be rendered as per weekend's description which is 24 hour guard service
e	Ensure that a Branded Patrolling Vehicle <u>must be available</u> when needed for the full duration of the contract period;
f	Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios for on-site communication and to the Company Control Room , Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.
g	CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month); for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18H00 PM as Day Shift and as from 18h00 PM to 06h00 AM as Night Shift on that specific Friday. The bidder must ensure and take into account the following and failure to comply will forfeit his/her company appointment:
h	CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.
i	CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.

Part I: Western Cape Province

Take note that Part (E) includes armed and unarmed guarding services for sites or areas in the Western Cape Region, Construction Sites and Cluster/Operational Offices and Sites

Item	Area	Province	Town	Site Description	Security Guard Specifications
1	Construction South	Western Cape	Paarl	Drakenstein Site office	1x Unarmed Grade B Security Officer 4x Unarmed Grade D Security Officers
2	Construction South	Western Cape	Paarl	Paarl Office and Single Quarters	1x Unarmed Grade B Security Officer 4x Unarmed Grade D Security Officers
3	Construction South	Western Cape	Villiersdorp	Elandsklouf Pipeline	1x Unarmed Grade B Security Officer 10x Unarmed Grade D Security Officers
4	Construction South	Western Cape	Clan William	Raising of the Clan William Dam	1x Unarmed Grade B Security Officer 16x Unarmed Grade D Security Officers
5	Southern Operations/Clusters	Western Cape	Franshoek	Guarding Services at Bergriver Dam at Franshoek	1x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
6	Southern Operations/Clusters	Western Cape	Jonkershoek	Guarding Services at Kleinplaas Dam at Jonkershoek	2x Unarmed Grade C Security Officer
7	Southern Operations/Clusters	Western Cape	Worcester	NWRI Office at Worcester	1x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
8	Southern Operations/Clusters	Western Cape	Worcester	Theewaterkloof Dam	2x Unarmed Grade C Security Officer
9	Southern Operations/Clusters	Western Cape	Worcester	Brandvlei Pump Station	2x Unarmed Grade C Security Officer
10	Southern Operations/Clusters	Western Cape	Franshoek	Robertsvlei Housing	2x Unarmed Grade D Security Officers
11	Regional Office	Western Cape	Worcester	Security Guarding Service Worcester Drilling Office	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
12	Regional Office	Western Cape	Worcester	Security Guarding Service Worcester Hydro Office	2x Unarmed Grade C Security Officer 2x Unarmed Grade D Security Officers
13	Regional Office	Western Cape	George	Security Guarding George office	2x Unarmed Grade C security officers 2X Unarmed Grade D security officers.

Part I: Western Cape Province

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION WESTERN CAPE PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

NO.	DESCRIPTION OF GUARDS AND SERVICES	QUANTITY OF GUARDS	YEAR ONE	
			RATE PER GUARD PER MONTH INCLUDING 14% VAT	RATE OF ALL GUARDS PER MONTH INCLUDING 14% VAT
1	UNARMED SECURITY OFFICER GRADE B Seven days a week (Monday to Sunday) For managing the contract, AD-HOC supervision and monitoring of guards 4x Day Shift	4
2	UNARMED SECURITY OFFICER GRADE C Seven days a week (Monday to Sunday) For supervision, monitoring of guards, access control and general guarding duties 3x Day Shift 3x Night Shift	16
3	UNARMED SECURITY OFFICER GRADE D Seven days a week (Monday to Sunday) For access control and general guarding duties 10x Day Shift 21x Night Shift	44
4	UNARMED SECURITY OFFICER	4

GRADE D Weekends, Public Holidays, Pay Weekends and December Three (3) Week Builders Break for Construction For access control and general guarding duties 7x Day Shift		TOTAL PRICE PER MONTH INCLUDING 14% VAT R.....	TOTAL PRICE PER YEAR INCLUDING 14% VAT R.....
		R.....	R.....

In case additional Security Officers or equipment are required during the contract period of the service and as deemed necessary by the Department of Water & Sanitation, the bidder will be requested to provide a quotation as per the following unit price:

NOTE: It is compulsory that the bidder complete the following as listed below and failure to comply will invalidate your bid.

YEAR ONE

- Security Managers / Supervisors Grade B R.....per month
- Security Supervisors / Guards Grade C R.....per month
- Security Guards Grade D R.....per month
- Firearms:**
- 9 mm Pistol R.....per month
- Shotgun R.....per month
- Ammunition:**
- 9 mm Pistol R.....per month
- Shotgun R.....per month

Two-way Communication:

Rendering of Security Service nationally for 12 months (DWS)

Base Radio R.....per month

Hand Held Radio R.....per month

Vehicles:

Motor Vehicle (Sedan, 4x4, etc.) R.....per month

Motorbike R.....per month

Quad Bike R.....per month

Bicycle R.....per month

Transport Charges per kilometer R.....per month

PRICING OF THE SCHEDULE

RENDERING OF ARMED AND UNARMED SECURITY SERVICE TO THE DEPARTMENT OF WATER & SANITATION GAUTENG PROVINCE FOR AN APPROXIMATE PERIOD OF 12 MONTHS

TAKE NOTE: THIS SUMMARY OF THE PRICING SCHEDULE MUST BE COMPLETED BY THE BIDDER AND FAILURE TO DO SO WILL RESULT IN THE BID BEEN REGARDED AS NON RESPONSIVE

The Department reserves the right to appoint more than one bidder for this contract for ALL PROVINCES.

The Department reserves the right to request the bidder to increase or decrease the number of security officers as deemed necessary; and to terminate the services of the bidder due to any completion of any project.

The Department reserves the right to advertise a separate bid for any new project which is not included in this bid should the current contract value for this services exceeds R5 000 000.00

Take note that this is a Term Contract and the current quantities required in this bid might vary.

ITEM NUMBER	SERVICES DESCRIPTION	Year 1: BID PRICE PER ITEM PER MONTH INCLUDING (VAT)	Year 1: CONTRACT PRICE FOR 12 MONTHS PER ITEM INCLUDING (VAT)
PART A	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Eastern Cape Province for an approximate period of 12 months	R	R
PART B	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Free State Province for an approximate period of 12 months	R	R
PART C	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Gauteng Province for an approximate period of 12 months	R	R
PART D	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Kwa Zulu Natal Province for an approximate period of 12 months	R	R

PART E	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Limpopo Province for an approximate period of 12 months	R	R
PART F	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Mpumalanga Province for an approximate period of 12 months	R	R
PART G	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Northern Cape Province for an approximate period of 12 months	R	R
PART H	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the North West Province for an approximate period of 12 months	R	R
PART I	Rendering of Armed & Unarmed Security Services to the Department of Water & Sanitation in the Western Cape Province for an approximate period of 12 months	R	R
Total Pricing for all Provinces including VAT		R	R

DEPARTMENT OF WATER AND SANITATION

BID W10911

RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

SECTION 4: SCOPE OF WORK (STANDARD AND PARTICULAR SPECIFICATIONS)

TABLE OF CONTENTS

4.1 STANDARD SPECIFICATIONS FOR SECURITY SERVICES

4.2 PARTICULAR SITE SPECIFICATIONS

Noted herewith is that DWS: Safety & Security Management must by all means provide an enabling environment to the Private Security Service Provider (PSSP) in order to render a top of the range quality service that is non-compromising. The Service Level Agreement (SLA) entered into, will be well managed and

4.1	STANDARD SPECIFICATION FOR SECURITY SERVICES
4.1.1	The norm/quality of the security service to be rendered must be in accordance with the acceptable standard of the trade concerned.
4.1.2	All possible steps shall be taken by the contractor to ensure that the intended execution of this agreement will take place. These steps include, inter alia, the following:
4.1.3	The protection of State property at the intended site and the protection of the said property against theft and vandalism.
4.1.4	The protection of State's officials against physical safety threats and attacks or any offences, including offences referred to in Schedule 1 of the Criminal Procedure Act, 1977 (Act 51 of 1977)
4.1.5	The contractor must provide the security personnel required for successful rendering of the service, as follows:
	<ul style="list-style-type: none"> • Guards (security officer, grade C), that is the persons who shall execute the physical security service. • First level supervisor (security officer, grade B), that is the persons exercising direct supervision and control over the security officers and who shall be present at the site at all times. • Second-level supervisor (security officer, grade B), that is the person exercising complete supervision and control over security staff at a site where a security service is rendered by the Bidder. (in the event of a small security organization, the second-level supervisor may be the owner of the security organization).
4.1.6	It is the responsibility of the contractor to see to it that the security personnel in his service and especially those employed for the rendering of this service, meet the following requirements at all times:
4.1.7	SUPERVISORS:
	<ul style="list-style-type: none"> • Supervisors must Grade 10 to 12 academic qualification. • Supervisors must have a good understanding in the post description and duties. • Supervisors must at all times be capable of properly managing the subordinates. • Supervisors must be able to communicate, read and write in English and any other official language. • Supervisors must have received training from a training facility in regards to supervisor duties and security procedures.
4.1.8	SECURITY OFFICERS:
	<ul style="list-style-type: none"> • Security officers must have passed at least Standard Eight (Grade 10) level. • Security officers shall be able to communicate, read and write English and any other official language. • Security officers must not be younger than 18 years of age.
4.1.9	GENERAL SECURITY REQUIREMENTS
4.1.9.1	DWS SAFETY & SECURITY MANAGEMENT

monitored to achieve the Department of Water & Sanitation' intention of providing a safe and secure risk free work environment to all its visitors, customers, employees and sub-contractors.

4.1.9.2 PRIVATE SECURITY SERVICE PROVIDER

On the other hand, Private Security Service Provider (PSSP) must be managed by a competent, qualified and knowledgeable person who must be supported by PSIRA accredited trained security officers as mentioned in the Standard Security Operational Plan.

4.1.9.3 OPERATIONAL MEETINGS

Meetings between DWS: Safety and Security Management (Site Security Manager) and the PSSP will take place monthly as per duration of contract period. Ad-hoc meetings may be called based on operational necessities or incidents. The minutes of those meetings will be kept by the Department of Water & Sanitation: Safety and Security Management/ Construction Management administration section. The purpose of these meetings will be to improve the service rendered to the Department of Water & Sanitation facilities. Reports must be handed to the Security Coordinator during the meetings.

4.1.9.4 RESOURCES

All resources specified in the tender document must be provided and any additional items in this agreement must be highlighted in writing and attached herewith as addendum(s).

Except as otherwise expressly provided or indicated in the agreement, the contractor shall supply labour, supervision, equipment, consultation, required service and any other items and incur expenditure necessary for the provision of an efficient security service to the Department of Water & Sanitation.

4.1.9.5 ACTS OF MISCONDUCTS

The SLA requires that the Private Security Service Provider (PSSP) is bound to solve problems associated with misconduct of his personnel and take necessary steps to correct such behavior. This aspect must be highlighted in operational meetings.

4.1.9.6 CAPACITY BUILDING

Bidder must provide (in all meetings) detailed reports on capacity building or community involvement activity. Capacity building may be in the form of in-house training, refresher courses or any community involvement that the company has undertaken.

4.1.9.7 SECURITY PERSONNEL

The company or close corporation and every Director of the company or member of the close corporation including the Security Coordinator shall be registered in terms of Section 19(1) of the Security Officers Act of 1987 (Act 92 of 1987).

This means that all security officers shall be registered with the Private Security Industry Regulatory Authority in terms of PSIRA Act 92 of 1987, as amended in Security Amendment Acts, Act 25 of 1990, Act 119 of 1992, Act 64 of 1996 and Act 104 of 1997.

The following requirements with regards to the Security Officer to be supplied to the Department of Water & Sanitation premises shall be adhered to by the company or close corporation.

- All security staff working at Construction sites have to be compliant to the conditions as set out in the Construction Regulation 2014
- Education between Grade 10 & 12 levels
- At least three years security guarding experience

- Supervisors and security officers must sign an undertaking in which they declare that they will refrain from any action, which might be to the detriment of the State.
- Supervisors and security officers are prohibited from reading documents or records in offices or unnecessary handling thereof.
- No information concerning State activities may be furnished to the public or news media by the contractor and his employees.
- Supervisors and security officers must at all times present a dedicated attitude/approach to security, which attitude/approach shall imply, inter alia, that there shall be no unnecessary arguments with visitors/staff or discourteous behavior towards them.
- Supervisors and security officers must be physically healthy and medically fit for the execution of their duties.
- Supervisors and security officers must sign an undertaking in which they declare that they will refrain from any action, which might be to the detriment of the State.
- Supervisors and security officers must at all times present an acceptable image/appearance which implies, inter alia, that they may not sit, lounge about, smoke, eat or drink while attending to people.
- Supervisors and security officers must have undergone and passed formal PSIRA accredited security training.

4.1.9.8 SUPERVISORS AND SECURITY OFFICERS

- The Bidder shall comply with all relevant Acts regulating the relationship between the employer and employee, this includes observing all relevant Acts introduced while the contract is in effect.
- Personnel shall be neatly dressed in a proper company uniform and issued with equipment as specified in the Private Security Industry Regulatory Authority (PSIRA) regulations.
- All Supervisors shall at least have Grade "B or C" training qualifications.
- All Directors shall at least have Grade "A or B" training qualifications.
- Directors, members of close cooperation and Security Personnel involved with the contract or having access to information related to the contract must sign a declaration of secrecy.
- Close corporation shall subject all Security Officers to be supplied for security screening by the South African Police Service (SAPS) and State Security Agency (SSA).
- All Directors and personnel must have obtained a positive security clearance from the South African Police Service (SAPS) and State Security Agency (SSA).
- Sub Directorate: Safety and Security Management's Representative will ensure that a file containing the above information is opened and kept
- Communicate, read and write at least English and one additional official language
- Not younger than 18 years
- Must always present an acceptable image and appearance
- Security Officers must not work continuous shifts in excess of (12) twelve hours

- The State reserves the right to ascertain from the State Security Agency (SSA) whether security personnel in his employ possess record clearances as well as to ascertain from the Private Security Industry Regulatory Authority (PSIRA) whether the security personnel are registered.

Security personnel must at least possess record clearance issued by the SAPS alternatively by SSA.

- The Director undertakes to ensure that each member of his security personnel will at all times when on duty be fully equipped in respect of:

- A neat and clearly identifiable uniform of the company, which uniform will include matching raincoats, overcoats, steel toe safety shoes and hard hats (colour black with a clear emblem of the company at the front) for all Construction Sites. All officers working on the sites will be required to wear boots or safety boots.

- No security personnel will be allowed on Site with clothing other than the approved uniforms. Allowance must be made for clothing in inclement weather.

- A clear identification card of the company with the member's photo and the Private Security Industry Regulatory Authority identification and employee's number on it, worn conspicuously on his person at all times. Alternatively: A clear identification card of the company with the member's identity and employee's number on it, accompanied by his official identity document, worn on his person at all times.

- All personnel that have to work at construction sites have to undergo site specific OHS induction training and allowance has to be made with the relevant OHS officer to receive training before the person is allowed on site.

4.1.9.9 SECURITY AIDS

Security Aids are needed for these services, the bidder **MUST** take note of the Security Aids required and initial in each line of the table below. The bidder must take note that failure to complete this table will invalidate the bid. Compulsory security service aids to be worn on the person at all times during guard duty, such as:

Security Aids:	Action by Bidder:	Initials of Bidder:
Branded Uniform	Take Note	
Baton	Take Note	
Handcuffs	Take Note	
Whistle	Take Note	
Pocket Book	Take Note	
Black Pen	Take Note	
Torch (at Night)	Take Note	
Two-way hand held Radio	Take Note	
Firearm (when applicable)	Take Note	

4.1.9.10

PERSONNEL FILE

The Director must keep available for inspection by representatives of the State, proper qualified staff and all appropriate documents of all security personnel in his service who are employed for the rendering of the service to the State by the Director and be available for inspections by the Administration's Inspectorate of Privatization. The appropriate documents shall include, inter alia, the

following: Curriculum Vitae, Scholastic, PSIRA registration, medical fitness certificates, criminal records and security clearance

4.1.9.11	OCCURRENCE BOOK
4.1.9.11.1	PURPOSE: The purpose of the occurrence book is to give an overall picture of activities, inspections by supervisors and other occurrences at the site.
4.1.9.11.2	COMPULSORY OCCURRENCE-BOOK ENTRIES: The security personnel on duty must make the following entries in the occurrence book: All listed routine procedures such as patrols undertaken, handling-over of shifts, etc., by whom and the time of commencement. These entries must be made clearly legible, in blue/black ink. All occurrences, however important, slight or unusual with reference to the correct time and relevant actions taken.
4.1.9.11.2.3	All security personnel activities – especially deviations in respect of the Site Instructions – indicating particulars of the personnel and relevant times.
4.1.9.11.2.4	The issue and/or receipt of keys, indicating the time and by whom they were received or delivered.
4.1.9.11.2.5	The unlocking or locking of doors or gates, indicating the time and by whom locked or unlocked. The handing-over of shifts, mentioning all names of all shift personnel and accompanying equipment and aids. In this case, personnel taking over as well as personnel handing over must sign the entries.
4.1.9.11.2.6	Occurrence book read: After the taking-over of shifts, the first-level supervisor must make an entry declaring that he has read the occurrence-book in order to acquaint himself with events that occurred during the previous shift.
4.1.9.11.2.7	All visits by second-level supervisors and top management: these entries must be done in red ink.
4.1.9.11.2.8	Officials of the State shall pass on in writing, all additional requests in respect of the rendering of the service.
4.1.9.11.2.9	All personnel shortages NOTE: Under no circumstances may an entry in the occurrence book be erased, painted out with correction fluid or totally deleted. It shall only be crossed out by a single line and initialed on the side.
4.1.9.12	STORAGE OF OCCURRENCE BOOKS: The Department shall store the fully completed occurrence books which must be handed in by the Director to the Departmental representative or Security Manager and shall be stored at Department Water & Sanitation Offices for a period of 5 years.
4.1.9.13	ADMISSION CONTROL REGISTERS OR FORMS:
4.1.9.13.1	PURPOSE: The purpose of the admission control register or forms is to have information available at all times regarding persons and vehicles admitted to the site within a specific period, in case occurrences take place such information may assist in the enquiry or investigation.
4.1.9.13.2	PEDESTRIAN REGISTER / PEDESTRIAN ADMISSION CONTROL FORMS:
4.1.9.13.2.1	This register forms must be completed correctly and legibly by the security officer on duty and shall make provision for the following:

- 4.1.9.14.3 The following information must be noted down in the pocketbook:
- 4.1.9.14.2 **REQUIREMENT:** During their turns of duty all security personnel must wear a pocketbook on their persons.
- 4.1.9.14.1 **PURPOSE:** The purpose of the pocketbook is to note down all incidents occurring or observations made by a security guard/officer during a turn of duty, for later reference.
- 4.1.9.14 **POCKETBOOK:**
- The contractor must store the fully completed pedestrian and vehicle registers and forms for a period of twelve months.
- 4.1.9.13.3.2 **STORAGE OF PEDESTRIAN AND VEHICLE REGISTER AND FORMS:**

Register Requirements	Action by bidder:	Initials of Bidder
Date of visit	Take Note	
Admission and exit time of visitor to and from the site	Take Note	
Surname and initials of driver	Take Note	
Home or work address of the driver	Take Note	
Registration number of the vehicle	Take Note	
Name of person to be visited	Take Note	
Purpose of visit	Take Note	
Number of passengers	Take Note	
Brand, caliber and number of firearms in the vehicle (if any)	Take Note	
Signature of driver.	Take Note	

- 4.1.9.13.3.1 This register forms must be completed correctly and legibly by the security officer on duty and shall make provision for the following:
- 4.1.9.13.3 **VEHICLES REGISTER/VEHICLES FORMS:**

Register Requirements	Action by bidder	Initials of Bidder
Date of visit	Take Note	
Admission and exit times of the visitor to and from the site	Take Note	
Surname and initials of the visitor	Take Note	
Home or work address of the visitor	Take Note	
Official identity/passport number of visitor	Take Note	
Name of person to be visited	Take Note	
Purpose of visit	Take Note	
Brand, caliber and number of firearm in visitor's possession (if any)	Take Note	
Signature of visitor.	Take Note	

- 4.1.9.15 **COPYING INTO OCCURRENCE-BOOK:** All relevant information noted down in pocketbook must immediately or directly after return from a patrol or a shift, be copied into the occurrence-book.
- 4.1.9.16 **STORAGE OF POCKETBOOK:** The Bidder must store the fully entered pocketbook for the duration of the contract and a further 12 month thereafter.
- 4.1.9.17 **EMERGENCY INFORMATION** The Director must ensure that All emergency procedures and Emergency Services (Fire Department, South African Police, Ambulance Service, Closes Hospital, etc.) phone number must be made available to all Security Supervisors and Security Officers allocated to the site.
- 4.1.9.18 **SITE INSTRUCTIONS** **PURPOSE:** The purpose of the site instructions is to serve as proof, at all reasonable times, and that all personnel who should be on duty per shift, are indeed on duty.
- 4.1.9.19 **DRAWINGS UP A DUTY-LIST:** Daily, weekly or monthly site instructions of all security personnel on duty must be drawn up by the contractor and kept in the security control office of each site where such service is rendered.
- 4.1.9.20 **CHANGES TO THE DUTY-LIST:** Any changes to the site instructions shall be crossed out by a single line, initialed, dated and noted in the occurrence-book.
- 4.1.9.21 **DUTY SHEET:**
- 4.1.9.21.1 **PURPOSE:** The purpose of a duty sheet is to ensure that all security personnel on duty are familiar with the duties as required for this contract.
- 4.1.9.21.2 The contractor must avail at the site a fully expounded duty sheet per duty point.
- 4.1.9.21.3 The supervisor must make daily contact with the departmental representative at the site in order to verify and handle mutual complaints, problems, bottlenecks and requests concerning the rendering of service. At least once a month formal discussions must be held and minutes of which must be kept by the departmental representative.

Initials of Bidder	Action by bidder:	Pocket Book Requirements:
	Take Note	Reporting on and off duty,
	Take Note	Time of occurrence or event,
	Take Note	Extent of occurrence or event,
	Take Note	Relevant occurrence-book serial number

All occurrences/events, however important, slight or unusual, referring to the following:

<p>4.1.9.21.4</p> <p>LOST ARTICLES:</p> <p>No security personnel may be allowed to do continuous duty for longer than twelve hours.</p>	<p>4.1.9.22.1</p> <p>DEFINITION: Lost articles are articles found at the site and for which ownership cannot be established immediately. These articles must be handed in at the control or guard room.</p>	<p>4.1.9.22.2</p> <p>All lost articles handed in at the control room must be recorded in the occurrence-book, after which they must be handed to the departmental representative immediately.</p>	<p>4.1.9.22.3</p> <p>No deliveries by any person will be received at the control or guard room. The necessary arrangements must be made through the departmental representative.</p>	<p>4.1.9.23</p> <p>LABOUR UNREST INCIDENTS:</p>	<p>4.1.9.23.1</p> <p>DEFINITION: When the Department's personnel on the site or the security personnel engage in illicit personnel practices such as unlawful strikes, unrest and intimidation.</p>	<p>4.1.9.23.2</p> <p>LABOUR UNREST AT THE SITE: If the service is interrupted or temporarily deferred because of any labour unrest, labour dispute, civilian disorder, a local or national disaster or any other cause beyond the control of the contractor, the parties must come to an agreement on the methods to ensure continuation of the security service.</p>	<p>4.1.9.24</p> <p>CHECKING OF SERVICE:</p>	<p>4.1.9.24.1</p> <p>Checking of service shall be done by supervisory staff at the site at least twice during a 24 hour period and by the Director himself at least on a Monthly basis. Proof of checking must be done by recording the visit in the occurrence books.</p>	<p>4.1.9.24.2</p> <p>The State reserves the right to check the service rendered by the contractor at any time, in order to ensure that the service is rendered in accordance with the conditions of contract and the site specification.</p>	<p>4.1.9.24.3</p> <p>The State reserves the right to require from the Director, that any of his employees be replaced, in which case the employee must leave the site forthwith. The State will not be held responsible for any damage or claims which may arise because of this and is indemnified against any such claims and legal expenses.</p>	<p>4.1.9.24.4</p> <p>NOTE: The departmental representative will have the right to check daily whether sufficient personnel are available at the site in terms of the conditions.</p>	<p>4.1.9.24.5</p> <p>The contractor will be held liable for any damage or loss suffered by the State, as a result of the contractor's own or his employees' negligence or intent which originated from the service rendered at the site.</p>	<p>4.1.9.24.6</p> <p>The State will be liable for any loss or damage of any nature to any of the contractor's properties or any items kept at the State's sites, in cases where the loss originated as a result of negligence or intent on the part of the State.</p>	<p>4.1.9.24.7</p> <p>The State is indemnified against any liability, compensation or legal expenses in respect of the following cases:</p> <ul style="list-style-type: none"> • Loss of life or injuries which might be sustained by the security personnel during the execution of their duties. • Damage to or destruction of any equipment or property of the contractor during the execution of their duties.
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4.1.9.24.11	<p>The contractor must, at his own expense, take out sufficient insurance against any claims, costs, loss and/or damage ensuing from his obligations.</p> <p>A copy of such insurance contract must be handed to the departmental representative on commencement of the service for the respective area for which the services is to be rendered.</p> <p>Evidence that such insurance premiums have indeed been paid, must be furnished monthly, the State would have the right to ensure compliance on a monthly basis. The contractor must furnish the State with details of the Insurance Company and the policy.</p> <p>The contractor may not, unless otherwise specified, make use of any of the State's equipment, aids and/or property, for purposes of compliance with the conditions, which equipment, aids and/or property include <i>inter alia</i> vehicles, stationery, firearms, rooms and furniture.</p> <p>No housing will be provided.</p>
4.1.9.24.14	<p>The contractor is responsible for the training of his personnel at the site in respect of the application of the guideline of the emergency plan applicable for the specific site.</p>
4.1.9.24.15	<p>All keys required to obtain entry to those parts of the site where the service is to be rendered according to the conditions, will be provided on official request of the bidder.</p>
4.1.9.24.16	<p>The contractor's personnel must at all times refrain from littering and must at all times keep the grounds and buildings occupied by keeping them clean, hygienic and neat. If dogs are used, the contractor at the end of each shift shall remove dogs' faeces.</p>
4.1.9.24.17	<p>Under no circumstances shall security personnel be allowed to carry out any trading on site.</p>
4.1.9.24.18	<p>The contractor shall not erect or display any sign, printed matter, painting, name plates, advertisement, article or object of any nature whatsoever, in, or against State buildings or sites or any part thereof without written permission. The contractor shall not publicly display at the site any article or object which might be regarded as objectionable or undesirable.</p>
4.1.9.25	<p>PRO-RATA DECREASES OF PAYMENT:</p>
4.1.9.25.1	<p>If at any time the service is not rendered in accordance with the conditions of contract or the specification (for example number of guards are incomplete), the right is reserved to adjust payment pro-rata.</p>
4.1.9.25.2	<p>Similarly, no departure from or breach of or failure to comply with any of the conditions shall be deemed to be a condonation, waiving or ratification of such departure, breach or failure to comply unless such condonation, waiving or non-fulfillment has been agreed to in writing, by the Department.</p>
4.1.9.26	<p>TERMINATION OF SERVICE:</p>
4.1.9.26.1	<p>The stipulations of the General Conditions of Contract apply in particular to cases of any failure to comply with any of the conditions of contract, or where an unsatisfactory service is rendered.</p>
4.1.9.26.2	<p>The contract will be terminated immediately should the contractor no longer qualify as security service provider in terms of the Security Officers Act, 1987, (Act 92 of 1987).</p>

4.2.2 TYPE AND NUMBER OF SECURITY PERSONNEL

CONSTRUCTION UNITS: Due to the uncertainty of the Construction works at the current moment, it is crucial that the bidders must know that it is expected that the successful bidder will be required to render armed and unarmed security guarding services at Construction Units for the period as specified in the bid document and should the project close at completion or due to any other reason, the services of the bidder will be ceased within two weeks after notification by Construction Management.

CONSTRUCTION UNITS: The quantities given in the Pricing Schedule for Construction Units are estimated only, and subject to change during the execution of the work. Quantities relating to the Construction Units cannot be guaranteed and will vary from time to time due to opening of new and closing at completion of construction works. The validity of the contract will in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.

CONSTRUCTION UNITS: Pay Friday: (which is the last Friday of the month): for Construction ARMED & UNARMED Security Guarding services is to be rendered as from 06h00 AM – 18h00 PM as Day Shift and into account the following and failure to comply will forfeit his/her company appointment:

Ensure that the Supervisors and Guards as per the Specification are equipped with their company Uniform and equipment such as Firearms and licenses, Torches, two way Hand held Radios for on-site communication and to the Company Control Room, Occurrence Books and Pocket Books and all the other security equipment as per the PSIRA requirements.

Ensure that a Branded Patrolling Vehicle must be available when needed for the full duration of the contract period.

All National Holidays service is to be rendered as per weekend's description which is 24 hour guard service

Weekends (Saturday and Sunday) 24 Hour Shifts starting: Saturdays 06h00 AM to Mondays 06h00 AM

Monday to Friday Night Shift starting 18h00 PM to 06h00 AM

Monday to Friday: Day Shift starting 06h00 AM to 18h00 PM

PER THE TABLE BELOW:

4.2.1 PARTICULAR SITE SPECIFICATIONS FOR ALL NINE PROVINCES OR PARTS (A-I) OF THIS BID IS AS

4.2 PARTICULAR SITE SPECIFICATIONS

4.1.9.26.5 In cases where the contractor alienates his rights and liabilities in terms of this contract, he must notify DWS: SAFETY & SECURITY MANAGEMENT immediately so that the necessary steps for the cession of the contract can be taken.

4.1.9.26.4 Any amendment or waiving of the stipulations of the contract must occur in writing by mutual consent with the Department.

4.1.9.26.3 In the case that any of its employees no longer meet the qualifications or conditions of the Security Officers Act, 1987 (Act 92 of 1987), the contractor must immediately remove from the site and replace these employees and notify the Department.

- The Private Security Service Provider (PSSP) shall supply the number of guards required by DWS: Safety & Security Management for the duration of this agreement. As specified in the pricing schedule and or as per purchase order. The contractor must agree to the number of guards needed.
 - The bidder must also take note that due to uncertainties with regards to construction and labour related incidents of construction projects; the number of guards per this bid may increase or decrease from time to time due to opening of new and closing at completion of construction works as deemed necessary by DWS: Safety & Security Management provided that mutual agreements have been entered into.
 - The validity of the contract will in no way be affected by the differences between the quantities in the Pricing Schedule and the quantities finally certified for payment.
- 4.2.3.1 Copies of every security officer:
- (i) Scholastic Certificate
 - (ii) PSIRA Registration Certificate
 - (iii) Medical Certificate
 - (iv) Security Clearance Certificate.
- 4.2.3.2 Form of occurrence book for approval
- 4.2.3.3 Format of admission control register for:
- (i) Pedestrians Registers
 - (ii) Vehicles movement Registers
- 4.2.3.4. Format of Site Instructions Registers
- 4.2.3.5 The duty sheet for every position mentioned in Part A, B and C for approval as spelled out in paragraph 4.1.28

4.2.4 PRIVATE SECURITY SERVICE PROVIDER'S RESPONSIBILITIES

- The Private Security Service Provider (PSSP) shall be responsible for the transportation of all guards to and from the premises.
 - The Private Security Service Provider (PSSP) shall comply with the safety regulations as prescribed in the Occupational Health and Safety Act, Act 85 of 1993, Department of Water & Sanitation Security Policy and other related Acts and regulations.
 - The Private Security Service Provider (PSSP) shall be responsible to equip his employees with the necessary Personal Protection Equipment (PPE) in areas where construction is taking place.
 - Security Officers as required above must be to execute access control, searching on all main security points, frequent (hourly) patrolling of all building floors, escort contractors and visitors, monitor activities and report crime related activities and enforce access control in terms of Control of Access to Public Premises and Vehicles Act, Act 53 of 1985 (as amended)
 - DWS: Safety & Security Management reserves the right to evaluate the competency of any security personnel supplied on the contract at any given time and without prior notice to the contractor.
 - DWS: Safety & Security Management reserves the right to inform the Private Security Service Provider (PSSP) to remove any supplied guard whose presence does not enhance or promote good relations. DWS: Safety & Security Management will not be obliged to provide reasons for the removal of any personnel but will always act in good faith.
- Once the successful bidder is informed about his appointment and a PURCHASE ORDER placed for his services he will be required to submit the following documentation within **30 days** for approval by the Manager: Safety and Security Management of the department:

4.2.3 REQUIREMENTS FROM SUCCESSFUL BIDDER

• The Private Security Service Provider (PSSP) shall provide security services in the form of static and patrolling guards and security officers to the standards prescribed in the Act, regulations and other provisions of this agreement.

• Despite the grade of an officer, the Private Security Service Provider (PSSP) shall make available a senior manager of the company (Director) for liaison with the Security Coordinator or his/her delegated officer. The Private Security Service Provider (PSSP) will be responsible for the implementation and maintenance of appropriate security measures and emergency procedures as approved by DWS: Safety & Security Management.

• DWS: Safety & Security Management will evaluate the performance of the contractor from time to time and the Private Security Service Provider (PSSP) will be informed of the outcome of such an evaluation. On receipt of the evaluation report, the Private Security Service Provider (PSSP) shall address, correct or remedy any shortcomings identified during the evaluation.

• The Private Security Service Provider (PSSP) shall supply Security Officers according to DWS: Safety & Security Management's requirements (as per specifications) and submit to the department for approval, the names, qualifications, identity copies. DWS: Safety & Security Management will observe relevant legislation in its conduct requirements and behave in good faith.

• The Private Security Service Provider (PSSP) personnel shall while on duty be accountable to the Security Coordinator but shall remain at all times the employee of the contractor. The Private Security Service Provider (PSSP) shall ensure that his personnel co-ordinate fully to provide the services to DWS: Safety & Security Management satisfaction and comply with the working procedures set out by Construction Management.

• No sub-contractors may be appointed under this contract unless prior arrangements have been made with the Department.

• The Private Security Service Provider (PSSP) shall provide continuous related training, in-service and training to his personnel at his cost.

• All training shall be presented by a registered and accredited training institution and shall be documented properly. These documents shall be accessible to DWS: Safety & Security Management when required. The Private Security Service Provider (PSSP) must ensure that the Security Manager or Supervisor allocated to the site is trained in incident investigation and report writing. Proof of the relevant training must be provided.

• The Private Security Service Provider (PSSP) must report all incidents to the DWS: Safety & Security Management Coordinator before the end of the shift. The preliminary incident report regarding the incident must be provided within 24 hours after the incident and a full report as soon as the investigation is completed and the report is available not exceeding 14 days.

• The Private Security Service Provider (PSSP) must supply the Department of Water & Sanitation: DWS: Safety & Security Management with the results of the polygraph test, of security officers in case of serious incidents on request as part of the investigation process.

• It shall be the PSSP responsibility to fully comply with the provisions of the Firearms Control Act, Act 60 of 2000 and the specific Regulations of 2004 pertaining to the Firearms Control Act. The PSSP is to ensure that all firearms which are to be utilized during the services period is stored as in accordance with the guidelines of the said Act; guards are to be trained by an accredited approved training service provider.

- All the firearms of the PSSP must be registered in the name of the company; the PSSP must ensure that all relevant documentation with regard to the firearms, firearms permits, and competency training certificates for the use of firearms for audit purposes by the departments' representative. The PSSP must take note that should the company or its security officers not comply with the provisions of the said Act and regulations, the department has the right to stop the services or to abscond the services with immediate effect and report to the nearest SAPS.
- The Private Security Service Provider (PSSP) shall ensure that all DWS facilities being utilized by the security officers employed by the company, for example guardhouses, bathrooms, etc., is kept clean and in a good presentable condition. Damages to DWS facilities being utilized by security officers shall be the responsibility of the PSSP.
- 4.2.5 LIABILITIES
- The Private Security Service Provider (PSSP) shall be held liable for any damage or loss suffered by the State, as result of the Private Security Service Provider (PSSP)'s own or his employees' negligence or intent that originated at the site.
- The Private Security Service Provider (PSSP) shall be held liable for any damage or loss suffered by the State or Sub-Contractors, as result of security breaches and/or poor service delivery by the PSSP company and/or his employees.
- The State will NOT be liable for losses or damages to Private Security Service Provider (PSSP) properties or any items kept at the State's sites, in cases where the loss originated as a result of negligence or intent on the part of the State.
- The Private Security Service Provider (PSSP) will be liable for loss of life or injuries, which might be sustained by the security personnel during execution of their services
- The State is indemnified against any liability, compensation or legal expenses in respect of the above mentioned cases: The Private Security Service Provider (PSSP) will be notified in writing of the particulars of each claim he is liable for.
- Damage to or destruction of any equipment or property of the Private Security Service Provider (PSSP) during the execution of his/her duties remains the responsibility of the Private Security Service Provider (PSSP).
- The Private Security Service Provider (PSSP) will be liable for any claims and legal costs which might ensue from the failure by or acts committed by the Security Personnel of the Private Security Service Provider (PSSP) against third persons, which acts include illicit frisking, illicit arrests and other illicit or wrongful deeds .
- The Private Security Service Provider (PSSP) shall, at his own expense, take out sufficient insurance against any claims; costs, loss and/or damage due to his/her staff negligence ensuing from his obligations and shall ensure that such insurance remains operative for the duration of this agreement. A copy of such insurance contract shall be handed to the Departmental Representative on commencement of the service. Evidence that such insurance premiums have indeed been paid shall be provided monthly or annually in case of once-off annual payment.
- The Private Security Service Provider (PSSP) may not, unless otherwise specified, make use of any of the State's equipment, aids and/or property, for purpose of compliance with the conditions, which equipment and aids and/or property include *inter alia* vehicles, stationary, firearms, rooms and furniture.
- No housing will be provided for the Security Officers provided by the Private Security Service Provider (PSSP).

- The Private Security Service Provider (PSSP) must procure public liability and professional indemnity insurance cover to the value of R 5 000 000, 00 each, to cover any losses that may occur while this contract is in force. The Private Security Service Provider must submit an insurance cover certificate to the Department of Water & Sanitation within 14 calendar days of signing acceptance of the tender award. A proof that the insurance cover is valid and up-to-date will be submitted on monthly basis for the duration of the contract.
- The Private Security Service Provider (PSSP) indemnifies the Department of Water & Sanitation against any claim that may be made by any third party against the contractor emanating from this contract.
- The Private Security Service Provider (PSSP) is indemnified from and not liable for any claim/s, injury, loss, omission by or to any of the Private Security Service Provider (PSSP) personnel, whether direct, indirect, consequential or otherwise that may have resulted directly or indirectly through any negligent or wrongful act, omission, error of any kind or nature on the Department of Water & Sanitation part, its employees or agent.

4.2.8 LIABILITY AND INDEMNITY

Payment will be made once every month. The payment will be made for a period from 1st day of month to last day of the month. Payment will be made in Rand. A tax invoice clearly stating the amount of hours worked per month should be produced to the client. The amount of hours will be supported with the completed duty list per position. Payment will be done within 30 days of receipt of invoice by depositing the payment directly into the bank account of the successful bidder. No cash payments or cheque payments will be done.

4.2.7 PAYMENT

The monthly rates to be filled in the pricing schedule should include all costs. The costs include wages, housing, transport, clothing, overhead costs, profit margin and all other foreseen or unforeseen items.

4.2.6 RATES

- Any sign, printed matter, painting, name plate advertisement, article or object displayed without written consent or which is regarded as objectionable or undesirable will immediately be removed. The Private Security Service Provider (PSSP) shall be held responsible for the costs of such removal.
- The Private Security Service Provider (PSSP) shall not erect or display any sign, printed matter, painting, name plates, advertisement, and article and/or object of any nature whatsoever, in, or to State Buildings or sites or any part thereof without written consent. The Private Security Service Provider (PSSP) shall not publicly display at the site any article or object which might be regarded as objectionable or undesirable.
- Under no circumstances are Security Personnel allowed to carry on any trading during periods of service execution.
- The Private Security Service Provider (PSSP) shall at all-time refrain from littering and shall at all-time keep the grounds and buildings occupied by them clean, hygienic and neat. If dogs are used, the Private Security Service Provider (PSSP) by the end of each shift shall remove their faeces.
- All keys required to obtain entry to those parts of the site where the service is to be rendered according to the conditions, will be provided.
- The Private Security Service Provider (PSSP) is responsible for the training of his personnel at the site in respect of the application of the guidelines of the emergency plan applicable for the specific site.

ADDITIONAL INFORMATION
 The bidder is required to complete the following table by circling either "Yes or No" or not both for each question asked in the answer column.

No	Question	Yes or No
	a	Yes
No	Will the successful bidder be able to establish an Operational Office within 100km of the site for the duration of the Contract?	Yes
No	b	Yes
No	If you are successful in this bid how will the security officers be inspected and monitored, will you be able to appoint an Area Manager or Senior Supervisor?	Yes
No	c	Yes
No	Will the appointment of the security officers be gender based not to discriminate between male and female security officers?	Yes
No	d	Yes
No	Will the bidder be able to provide copies in regards to the letter of good standing from Department of Labour (UIF), from the Compensation Fund, and PSIRA as attached to this bid and on a quarterly basis for the duration of the contract?	Yes
No	e	Yes
No	Will the bidder provide induction training and documentation as well as posters of the Department of Labour and the CMA to its employees regarding condition of employment and unfair labour practice? If so, proof of induction training is to be submitted to the Department on a monthly basis.	Yes
No	f	Yes
No	Will you be able to provide Personal Protection Equipment (PPE) to all employees working on site as required by the Department of Water and Sanitation	Yes
No	g	Yes
No	Will the bidder be able to provide a security supervisor or officer, at least one (1) per shift with experience in basic firefighting and first aid? If so, to further ensure that the first aider is trained and carries a valid certificate and a fully equipped first aid kit & basis firefighter is trained and will undergo training every 6 months for the duration of the contract?	Yes
No	h	Yes
No	Will the Site Manager or Supervisors have the correct training in regards to management and the supervising of guards?	Yes
No	i	Yes
No	In case of strikes or labour action will the bidder be able to supply extra security officers to safeguard the assets on site, and what will be the timeframe for their deployment? Will the bidder on request, provide a strike action plan for in case of a strike?	Yes
No	j	Yes
No	Will the bidder ensure that all the Security Officers allocated to the site be trained according to the Security Operational Plan (Site Instructions) as required by the Department of Water & Sanitation? Induction sessions to be conducted at least once per month?	Yes
No	k	Yes
No	Will the bidder ensure that the Security Site Manager or Supervisor allocated to the site is trained in Incident Investigation and report writing? If so, will the bidder on request submit proof of training?	Yes
No	l	Yes
No	Will you be able to provide all the necessary registers on site that will be needed by the Security Officers? (Access Register, OB Books, Pocket Books and Attendance Registers)	Yes
No	m	Yes
No	Will all Security Officers allocated to the site be informed regarding the Control to Access of Public Premises and Vehicle Act 53 of 1985 as well as the Firearm and Ammunition Control Act 60 of 2000? (Incase Firearms are requested)	Yes

ATTACHED THE EXAMPLE OF SERVICE LEVEL AGREEMENT ONLY

Further Take Note: The Service Level Agreement is to be completed by the Successful Bidder after the award of the contract and will be customized for this specific contract. The SLA in this bid document is only an example. Take note that each bidder who will be appointed will enter into a separate SLA with the Department for services to be rendered at particular site, region, and or province as per the bid specification. This will also be extended to site not currently listed in the advertised specification.

The Department of Water and Sanitation or his/her delegate shall enter into a mutual binding Service Level Agreement (SLA) with the successful Private Security Service Provider (SERVICE PROVIDER) in terms of Minimum Information Security Standards, Minimum Physical Security Standards, Private Security Industry Regulation Act 56 of 2001, Public Finance Management Act 1 of 1999 and the Public Service Act with reference to the Security Policy to provide effective, efficient and professional Security Services, thus creating a safe and secure work environment in the premises of the Department.

SECTION 5: SERVICE LEVEL AGREEMENT (SLA)

RENDERING OF SECURITY GUARDING SERVICES FOR THE DEPARTMENT OF WATER AND SANITATION (NATIONALLY) FOR THE PERIOD OF 12 MONTHS

BID W10911

DEPARTMENT OF WATER AND SANITATION