

AMAJUBA DISTRICT MUNICIPALITY

INVITATION TO BID

BID No.: T2023/09

SUPPLY AND INSTALL CCTV AND ACCESS CONTROL SYSTEMS FOR AMAJUBA DISTRICT MUNICIPALITY

Bids are hereby invited from bidders registered on the Central Supplier Database for the supply and installation of CCTV and Access Control Systems at the Amajuba District Municipality. Bidders must be registered with Private Security Industry Regulatory Authority (PSIRA).

The bid document will be emailed to the bidder upon producing proof of payment of a non-refundable fee of R500.00 per document. Cash Deposits/EFT must be made into the Amajuba District Municipality bank account: Standard Bank Account N^o 062156624 with the reference number 202309202309. Bidders are required to email proof of payment, name of bidding company and its contact details before **12h00, 09 May 2023 to** khethiwem@amajuba.gov.za. Evaluations will be done on bid companies that submitted their proof of payment before the closing date and time **09 May 2023**.

NB: This bid will be evaluated on price and functionality in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act and Preferential Procurement Regulations of 2022 wherein 80 points are for price and 20 points are for specific goals. The enclosed forms must be scrutinized, completed and submitted together with your bid. The tender validity period is 90 days after tender closing date.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)
HDI Points: 1. No Franchise before 1993 2. Gender = Female 3. Disability =	5 3 2
The promotion of enterprises located in KwaZulu-Natal for work to be done or services to be rendered in the Province of KwaZulu-Natal	5
The promotion of enterprises located in Amajuba district within the KwaZulu-Natal Province for work to be done or service to be rendered in that particular district	5
TOTAL POINTS CLAIMED	20

A Compulsory Clarification/Site Meeting with representatives of the Employer will take place as follows:

Date: Wednesday, 10 MAY 2023

Time : 10h00

Venue: Amajuba District Municipality, B9356 Amajuba Road, Section 1, Madadeni, 2951

Bidders failing to attend the site/clarification meeting will be disqualified.

Completed bid documents in sealed envelopes endorsed “**Bid number: T2023/09 – SUPPLY AND INSTALL CCTV AND ACCESS CONTROL SYSTEMS FOR AMAJUBA DISTRICT MUNICIPALITY**” must be deposited in the Municipality’s tender box located in the reception of the Amajuba District Municipality on or before the closing date, whereby bids will be opened to the public. Bid envelopes that are not sealed and numbered will not be considered. Late bids will not be accepted. The Amajuba DM is not obliged to award the lowest or any bid.

All technical enquiries should be directed to **Phindile Mthembu** on 034 329 7200 or by email: phindilemt@amajuba.gov.za; regarding the bidding procedures, kindly contact **Sabelo Zulu** on 034 329 7200 or by email sabeloz@amajuba.gov.za

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Closing date: Wednesday, 24 May 2023 @12h00 noon

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MR P.M MANQELE
ACTING MUNICIPAL MANAGER





TERMS OF REFERENCES FOR THE APPOINTMENT OF THE SERVICE PROVIDER TO SUPPLY AND INSTALL CCTV SYSTEM AND ACCESS CONTROL SYSTEM FOR AMAJUBA DISTRICT MUNICIPALITY

1. PURPOSE

Amajuba District Municipality hereby wish to appoint a suitably qualified professional service provider to supply and install CCTV system and access control system.

2. OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT

The purpose of this bid is to appoint a professional service provider for installation of CCTV system and access control system.

3. BACKGROUND

Amajuba District Municipality is committed to ensure a high-performance working environment and quality of work life within a conducive environment by providing security systems to the building.

4. COMPANY PROFILE

Bidders are required to submit a Company Profile that records evidence of previous work which substantiate their ability to undertake specific tasks.

The Company Profile must include the following items:

- 4.1 Company Registration Documents
- 4.2 Proof of Experience in the Industry
- 4.3 OHS Policy
- 4.4 Quality Management Plan
- 4.5 Details and Qualifications of Personnel that will be involved in the project.
- 4.6 Certified copies of qualifications of team to be deployed must be attached with the tender

- 4.7 Preliminary Programme reflecting the proposed sequence and duration of the various activities comprising the work for this Contract

Please note that all copies of qualifications must be certified. Copies of certified documents will not be accepted.

5. BID REQUIREMENTS

- 5.1 Registration with Private Security Industry Regulatory Authority(PSIRA)**
Service provider must be registered with the Regulatory Authority and Proof of PSIRA Registration must be submitted together with bid document.

6. SCOPE OF WORK

The Successful bidder will be required to supply and install CCTV system and access control system (Biometrics)

- 6.1 The appointed service provider will be required to sign a 36-month support and maintenance Service Level Agreement (SLA).
- 6.2 There are six sites to be installed with Access Control System which will be connected to Amajuba District Municipality namely
- i) Amajuba District Main Building
 - ii) KwaMdakane Thusong Service Centre
 - iii) Utrecht water treatment plant
 - iv) Durnacol water treatment plant
 - v) Durnacol wastewater treatment plant.
 - vi) Disaster Management Centre
- 6.3 There are two sites to be installed with both CCTV and Access Control System namely.
- (i) Amajuba District Municipality Main Building
 - (ii) Disaster Management Centre
- 6.4 Access control information will be extracted from the system as an when required by authorized Officials to be provided by the municipality.
Access control system should be accessed as well in the cellphones or computers that have access to Wi-Fi by authorized Persons to be provided by the municipality.
The access control system should be linked to Human Resources and Payroll systems.

7. SPECIFICATIONS CCTV AND ACCESS CONTROL

- 7.1 NVR8-32800F 32CH8MP 2k/4k
1x First Building Server Room
1x Second Building
- 7.2 DI- 34IPE-28 4MP DOME IP

25XSecond Building
14x First Building and 4 at parking lot

- 7.3 POE-08130GCL+2G 48 PORT GIGA POE SWITCH
- 7.4 CAT 6 UTP 4 PAIR CABLE 300M ROLL
- 7.5 WESTERN DIGITAL 4TB HARDDRIVE
- 7.6 OC-MSCL-S SML MANAGEMENT SERV PRO
- 7.7 RJ 45 BOOT
- 7.8 RJ 45 CONNECTOR
- 7.9 VICTRON 3KW MULTIPLUS INVERTER 200AH AGM
2X INVERTER BACKUP PSU FOR NVR IF LOADSHEDDING
JUNCTION BOX EHJ17 IP66 120X58MM
- 7.10 INSTALLATION OF MONITORING SYSTEM which will be a cloud base for
all CCTV Cameras which can be centralised with Admin Right

7.11 Installation of personnel ACCESS CONTROL SYSTEM with card reader.

7.12 To supply ADM with 3 Screen sizes of 65 inch for monitoring and mounted. CCTV system should be viewed as well in the cellphones or computers that have access to Wi-Fi by authorized persons to be provided by the municipality.

8 SPECIAL CONDITIONS OF CONTRACTS

- 8.1 The successful bidder will be required to provide training and support to the users after the installation of the system.

9. WARRANTY

Service providers should provide the warranty in case of new equipment and the maintenance plan after the expiry of the warranty period.

9 BID EVALUATION

Bids will be evaluated on price and functionality using 80/20 preference point system in terms of Amajuba District Municipality SCM policy.

9.1 Functionality evaluation criteria

Service providers should at least have three (3) years' experience in providing similar supply and installation of cctv camera systems services and should provide proof from referees indicating that such project was executed as well as their contactable reference accompanied by correspondence from referees indicating that such project.

A. Previous Company Experience	Weighting
Note: The scoring in this section is not cumulative	
Traceable record for successful completion of a minimum of 05 or more CCTV installation projects to the value R 100 000.00.	50
Traceable record for successful completion of a minimum of 04 CCTV installation projects to the value of R 100 000.00.	40
Traceable record for successful completion of a minimum of 03 CCTV installation projects to the value of R 100 000.00.	30
Traceable record for successful completion of a minimum of 02 CCTV installation projects to the value of R 100 000.00.	20
Traceable record for successful completion of a minimum of 01 CCTV installation projects to the value of R 100 000.00.	10

B. Capacity and Expertise to Undertake the Project	Weighting
	50
Project Team with the following areas of expertise:	
One or more personnel must be registered to Wiremen's license.	20
One or more personnel must have a minimum of National Diploma in Electronic Engineering.	20
One or more personnel must have a minimum of six months CCTV Installer certificate.	10
Maximum Weighting	
NB: Attach certified copies not older than 3 months for all qualifications	50
TOTAL POINTS	100

Note: A bid scoring less than **70 points out of 100** in respect of functionality will be regarded as submitting a non-responsive bid and will not be further evaluated.

10. RETURNABLE DOCUMENT

- All MBD documents must be completed and signed,
- Central Supplier Database (CSD) registration number.
- Company municipal rates, electricity or water account not older than 3 months, proof of Residential lease or rental or sworn affidavit if the business operates at a place of residence

TERMS OF REFERENCE APPROVED BY

**MR P.M MANQELE
ACTING MUNICIPAL MANAGER**