SADPMR
SOUTH AFRICAN DIAMOND & PRECIOUS METALS REGULATOR

Corner Bonaero Drive and Cote D' Azur Avenue • Jewellery Manufacturing Precinct-Building 4 • OR Tambo • SEZ Ortia SEZ Precinct 1 • Bonaero Park
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@sadpmr sadpmr sadpmr

REQUEST FOR QUOTATION

RFQ NO: 181 -2026

DESCRIPTION: THE APPOINTMENT OF A BIDDER TO RENDER SERVICE OF MAINTENANCE, SERVICING, REPAIR AND MONITORING OF INTRUDER ALARM SYSTEM AT THE SOUTH AFRICAN DIAMOND AND PRECIOUS METALS REGULATOR'S HEAD OFFICE IN KEMPTON PARK FOR A PERIOD OF THREE YEARS.

BRIEFING SESSION WILL BE ATTENDED ON MICROSOFT TEAMS
DATE: 25 NOVEMBER
2026 TIME: 10H00AM
Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/3124623543060792?p=QMlehYwVSbGzLy0QT8
Meeting ID: 312 462 354 306 079 2
Passcode: HB2Ja2dB

Kindly furnish us with a written quotation as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business and submitted not later than 27 November 2026 @ 11 h 00AM to email address: quotations@sadpmr.co.za

The following conditions will apply:

Price(s) quoted must be valid for ninety (90) days from the closing date of the tender.

1) Price(s) quoted must be firm and inclusive of VAT.
2) A firm delivery period must be indicated.
3) These quotations will be evaluated in terms of Preferential Procurement Regulations, 2022:
   80 points for price
   20 points for specific goals as follows:
   - Entities owned by youth. – 5 points
   - Entities owned by black woman. - 10 points
   - Entities that are small, medium and micro enterprises. – 5 points
5) Only bidders registered on the central supplier database (CSD) and with a CSD number will be considered for this tender, as this is a requirement from the National Treasury.
6) Attach Certified copy of ID, CSD full registration report, BBBEE Certificate or BBBEE Sworn Affidavit, CIPC documents.
7) Late responses will not be considered.

ISSUED BY:	**CONTACT PERSON (SPECIFICATION)**	**CONTACT PERSON (ADMINISTRATION)**
THE CHIEF EXECUTIVE OFFICER **SOUTH AFRICAN DIAMOND AND PRECIOUS METALS REGULATOR** **P.O. BOX 16001** **DOORFONTEIN** **2028** **Tel: (011) 223 7000** **Fax: (011) 334 8898**	**Ms. Cynthia Khadiamovha** **E-mail: cynthiak@sadpmr.co.za**	**Mr. Njabulo Mavuma** **E-mail: njabulom@sadpmr.co.za**

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PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN DIAMOND AND PRECIOUS METALS REGULATOR					
BID NUMBER:	RFQ 181-2026	CLOSING DATE & TIME:	27 November 2026 @11:00AM		
DESCRIPTION	**DESCRIPTION: APPOINTMENT OF A BIDDER TO RENDER SERVICE OF MAINTENANCE, SERVICING, REPAIR AND MONITORING OF INTRUDER ALARM SYSTEM AT THE SOUTH AFRICAN DIAMOND AND PRECIOUS METALS REGULATOR'S HEAD OFFICE IN KEMPTON PARK FOR A PERIOD OF THREE YEARS**				
BID RESPONSE DOCUMENTS MUST BE SUBMITTED TO THE EMAIL ADDRESS PROVIDED BELOW					
Kindly furnish us with a written quotation as detailed in the enclosed schedule. The quotation must be submitted on the letterhead of your business and a excel spreadsheet submitted not later than 27 November 2026 @11hH00 AM to email address: **quotations@sadpmr.co.za**					
BIDDING PROCEDURE ENQUIRIES MAY BEDIRECTED TO			**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**		
CONTACT PERSON	**C Khadiamovha**		CONTACT PERSON	**N Mavuma**	
TELEPHON E NUMBER	**(011 223 7000**		TELEPHON E NUMBER	**(011) 223 7000**	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	**cynthiak@sadpmr.co.za**		E-MAIL ADDRESS	**Njabulon@sadpmr.co.za**	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHON E NUMBER	CODE		NUMBER		
CELLPHON E NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABAS E No:	MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] Yes☐ No☐	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TIC APPLICABLE K BOX] Yes☐ No☐
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICAFOR THE GOODS /SERVICES /WORKS OFFERED?	Yes☐ No☐ [IF YES ENCLOSE PROOF]	ARE YOU AFOREIGN BASED SUPPLIER FOR**THE GOODS /SERVICES /WORKS OFFERED ?**	Yes☐ No☐ [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA) YES ☐☐

NO DOES THE ENTITY HAVE A BRANCH IN THE RSA? YES☐ NO☐

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES☐ NO☐

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? YES☐ NO☐

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? YES☐ NO☐

IF THE ANSWER IS "NO" **TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUESERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

PART B

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE- TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONSOF CONTRACT.

1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER(PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAYRENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

(Proof of authority must be submitted e.g. company resolution)

DATE:

……

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise,

employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partnersor any person having a controlling interest in the enterprise, in table below.

Full Name	**Identity Number**	**Name of State institution**

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

……

……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

……

……

3 DECLARATION

I, the undersigned, ... in submitting the accompanying bid, do hereby make the following statements that I certify tobe true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

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

3.3 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 consortium2 will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to

2 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.

submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 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 of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVEIS CORRECT.

- I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……

Signature Date

…… ……

Position Name of bidder

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the Organ of State

The applicable preference point system for this tender is 80/20.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 To be completed by the Organ of state:

The maximum points for this tender are as follows:

	POINTS
PRICE	**80**
SPECIFIC GOALS	**20**
Total points for Price and SPECIFIC GOALS	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) "**tender**" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) "**price**" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) "**rand value**" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) "**tender for income-generating contracts**" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) "**the Act**" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 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**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR GOOD AND SERVICES

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or 90/10**

$$Ps = 80\left(1 + \frac{Pt-P}{Pmax}\right) \text{ or } Ps = 90\left(1 + \frac{Pt-P\,max}{P\,max}\right)$$

Where
Ps = Points scored for price of tender under consideration Pt
= Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of —

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is

applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

The specific goals allocated points in terms of this tender	Number ofpoints allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number ofpoints claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises owned by youth		5		
Enterprises owned by black woman		10		
Entities that are small, medium, and micro enterprises		5		

NB: Please submit all supporting documents to substantiate the above, failure to submit will result in non-allocation of points.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm……

4.4. Company registration number: ……

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof tothe satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to anyother remedy it may have –

(a) disqualify the person from the tendering 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 favorable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....

.....

.....

4.7 PHASE 2 PRICE AND PREFERENCE POINTS.

The 80/20 Principle is based on Price and special goals for SADPMR.

The following formula is to be used to calculate the points out of 80 for price inclusive of all applicable taxes.

4.7.1 A maximum of 80 points is allocated for price on the following basis:

$$Ps = 80\left(1 - \frac{Pt - Pmin}{P\,min}\right)$$

Where

Ps = Points scored for price of bid under consideration Pt = Price of bid under consideration

Pmin = Price of highest acceptable bid

4.7.2 A maximum of 20 points to be awarded to a bidder for the specific goals listed on the SADPMR preferential procurement policy as follows:

Special Goals	80/20 Points System	Relevant Evidence
Enterprises owned by black women.	10	BBBEE certificate / Sworn Affidavit/CSD Full report/ ID Copy
Entities that are small, medium, and micro enterprises.	5	BBBEE certificate / Sworn Affidavit/CSD full report
Enterprises owned by youth.	5	BBBEE certificate / Sworn Affidavit/CSD Full report/ ID Copy

TERMS OF REFERENCE FOR THE APPOINTMENT OF A BIDDER TO RENDER SERVICE OF MAINTENANCE, SERVICING, REPAIR AND MONITORING OF INTRUDER ALARM SYSTEM AT THE SOUTH AFRICAN DIAMOND AND PRECIOUS METALS REGULATOR'S HEAD OFFICE IN KEMPTON PARK FOR A PERIOD OF THREE YEARS (36 MONTHS)

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1. BACKGROUND

The South African Diamond and Precious Metals Regulator (SADPMR) need to appoint a bidder at its Head Office in Kempton Park. The appointed bidder should provide maintenance, service, repair and monitoring of intruder alarm system through armed response for three years (36 months) period, for 24 hours, 7 days a week.

2. SCOPE OF SERVICE

2.1. The appointed bidder will be expected to provide a service of maintenance, service, repair and monitoring of intruder alarm system to always be functional as follows:

2.1.1. Duration of the maintenance of the contract

This call out service contract shall commence upon SADPMR issuing of a letter of appointment, an order and after signing a Service Level Agreement which will be for a period of three years (36 months).

2.2. Repair and response times

2.2.1. Should be detected during maintenance process that the intruder alarm system is not functional; the relationship between the Service Provider and the SADPMR shall be terminated as immediate effect.

2.2.2. Response in relation to maintenance time shall be within six (6) hours on-site after Service Provider receives request from the SADPMR.

2.2.3. An emergency request that needs repairs or maintenance occurs during working hours shall be four (4) without carryover into the next day.

2.2.4. The four-hour response time shall carryover to the next working day if called into bidder's office 12:00 pm.

3. REQUIREMENTS

3.1. The service required will be based on a call out fee. The following table outlines the expected service:

COST DESCRIPTION	UNIT	RATE	
Standard Call – out Rate	Hour		
Hourly Rate (Technician)	Hour		
After Hours: Monday –Friday - 17h00 – 18h00, Weekends & Public Holidays	Each		
Armed response	Each		
Equipment Repairs		Labour rate applies, excludes cost of spares / material	

4. EMERGENCIES

4.1. An emergency request that occurs during working hours that require maintenance shall be four (4) hours without carryover into the next day.

4.2. Emergency response is required in the event of triggered alarm or back-up situations.

5. REPLACEMENT OF EQUIPMENT DUE TO OBSOLESCENCE

5.1. The bidder shall only provide a report to the SADPMR about the outcome of the maintenance and repairs process.

5.2. The SADPMR will exclusively decide which action to take based on the report.

6. HOURS OF WORK

6.1. The bidder shall undertake to carry out the general maintenance process only during normal working hours.

7. PERSONNEL SUITABILITY CHECK

7.1. It is a specific condition of this contract that bidder and his/her personnel must be security screened.

7.2. Should it happen that the SADPMR's security official removes a person (s) from the site for security reasons, bidder shall do so forthwith, and the SADMPR's security officials shall thereafter ensure that such person(s) denied access to the SADPMR premises and/or to any documents or information relating to.

7.3. No additional costs arising out of the foregoing shall be borne by the SADPMR.

7.3.1. A maximum of 20 points to be awarded to a bidder for the specific goals listed on the SADPM

Special Goals	**80/20 Point s System**	**Relevant Evidence**
Enterprises owned by youth.	5	Copies of ID's / CIPC / CSD
Enterprises owned by black women.	10	Copies of ID's / CIPC / CSD
Entities that are small, medium, and micro enterprises.	5	CSD / BEE certificate / Sworn Affidavit

8. VETTING REQUIREMENTS AND LEGAL INDEMNITIES

The bidder must agree to the following terms before the signing of the Service Level Agreement.

8.1. Security vetting by the relevant authorities regarding certain identified personnel, e.g. every director of the company or member of the close corporation, as well as technicians who will be working at the SADPMR site.

8.2. Signing of a Declaration of Secrecy by the Directors of the company or Members of the Close Corporation, as well as Technicians.

8.3. Signing of indemnities regarding the services to be rendered, e.g. loss of life or injury to be sustained by Service Provider personnel during the execution of their duties and any other legal claims resulting from acts or omissions committed by security personnel against third parties.

9. MANDATORY REQUIREMENTS

The company must have a PSIRA registration and letter of good standing, failure to submit the certificate will constitute automatic disqualification.

10. EVALUATION METHODOLOGY/CRITERIA

The evaluation of the project will be in two phases i.e. functionality as well as price.

10.1. PHASE 1: FUNCTIONALITY CRITERIA

Description of item	Requirements	Weighting
Company experience	Company experience (Minimum 2-year experience in maintenance, service and armed response, monitoring of intruder alarm system or similar equipment) Attach company profile or track record. Experience 0–1-year point =0; 2-3 years= 10 points;	50

	4-7 years= 20 points; 8-14 years= 40 points; 15 years and above = 50 points	
Technician experience	The team leader should have qualifications, skills, and years of experience in working with the intruder alarm system or similar equipment or service. (Attach CV). 1-3 years=10 points; 4-6 years= 20 points; 7-10= 25 points; more than 10 years bidders will be scored 30 points.	30
References	Track record in performing similar work. The service provider should submit three (3) reference letters from the previous similar projects that they have undertaken. The Reference Letters from the clients must include: • Company Letter Head; • Signed 1 reference letter= 5 points, 2 reference letters= 10 points; 3 and more reference letters= 15 points	15
Infrastructure	Municipality bill; Lease agreement; with contacts and address; office base in Gauteng and due diligence will be conducted. NB: Nothing attached will be zero, no points will be allocated.	5

NB: ONLY BIDDERS OBTAINING 60% OR MORE SHALL PROCEED TO PHASE TWO OF EVALUATION WHICH IS PRICE AND PREFERENCE POINTS.

Briefing Session will be online

11. PHASE TWO EVALUATION

11.1. PHASE TWO EVALUATION: The 80/20 Principle is based on Price and special goals for SADPMR.

The following formula is to be used to calculate the points out of 80 for price inclusive of all applicable taxes.

11.2. A maximum of 80 points is allocated for price on the following basis:

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where :

Ps	=	Points scored for price of bid under consideration
Pt	=	Price of bid under consideration
Pmin	=	Price of highest acceptable bid

11.2.1. The following must be submitted to claim the points for specific goals:

11.2.1.1. CIPC proof and CSD Report for the last three (3) months from the closing date of this RFQ Tenderers are encouraged to obtain the 3 months CIPC proof and CSD Report from https://eservices.cipc.co.za/. Failure to submit the CIPC proof and CSD Report will result in zero (0) scoring for specific goals.

11.2.1.2. The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.

11.2.1.3. Final appointment to be awarded to the tenderer scoring the highest points.