



ADVERTISEMENT

BID NOTICE TO APPOINT A SERVICE PROVIDER FOR PROVISION OF SECURITY SERVICES FOR A PERIOD OF SIX MONTHS ENDING 31 MARCH 2022 **CONTRACT NUMBER-TA- 21/22/TAR-0023**

Bids are hereby invited from experienced service providers to render security services during after hour period, all day during weekends and public holidays at Tsolo Agriculture and Rural Development Institute (TARDI).

Closing Date : 20 September 2021 @11:00 AM

Availability of document : 09 September 2021

Virtual Site briefing : 14 September @ 11:00

(Due to COVID-19, Please download the Tender Document from <https://www.tardi.ac.za> :

SUBMISSION : The completed Quotation and any supporting documents must be sent back through the following email:acquisitions.tsolo@drdar.gov.za (Late documents won't be considered)

NB How to submit. Please ensure your documents are not bigger than 5MB to go through on the email: These are the different submission strategies 1. send a link e.g. Google drive or WeTransfer 2. zip your documents or 3. Send the documents in two or three email batches.

BACKGROUND

TARDI is an Institution that offers post schooling Diploma in Animal Health with students residing within the campus and has a veterinary clinic that serves the community and also used for student's practicals. The institute has agricultural assets, livestock infrastructure, student and staff accommodation as well as buildings that are for administration and technical purposes supporting the training and education offered here.

The Institution therefore wishes to appoint a Properly accredited and registered service provider in line with **PSIRA (Act 56 of 2001) as well as Board Notice 23 of 1994** to render safety and security services during after hour period during the week (17h00-8h00), all day during weekends and public holidays at TARDI for a period of six months ending March 2022.





PROJECT DESCRIPTION

The Department of Rural Development and Agrarian Reform invites prospective service providers to provide security services for the following service centre listed below: -

- a. **Tsolo Agriculture and Rural Development Institute** is a 950ha farm with livestock, student hostel, agricultural equipment, veterinary clinic, administrative buildings, computer laboratory, library and staff accommodation.
- b. The following are required : outsourced security guards, their duties and their grades according to PSIRA regulations:
 - i. **Night Shift (Monday to Sunday) , all day during Weekends and Public holidays (10 security with two shifts over the weekend and public holidays).**

Position	Post	Grade
1 X Supervisor with valid driver license (Armed 24hrs)	Supervision	C
2 X guards(unarmed all shifts)	Main gate: Access control	D
1 X guard(unarmed all shifts)	Vet clinic: Access control , guarding and patrolling	D
1 X guard(unarmed all shifts)	Admin area: Guarding and Patrolling	D
1 X guard(unarmed all shifts)	Hostel: Guarding and Patrolling	D
4 X guards(armed all shifts)	Farm section:(i) Access control (ii)Guarding and Patrolling (iii)Counting of biological assets and assist with weekend /public holiday feeding	C
Dedicated Patrol Vehicle x 1		
Automated artificial security intelligence system		

SPECIAL CONDITIONS:

Prospective Service Providers must take particular note of the following:

- Proof of references for past experiences of work of similar nature to the one advertised here. Tenderers must furnish details of similar works/service, which they have satisfactorily completed in the past. The information must include a description of the Works, the Contract value and name and contact number of the Employer, or Project Manager responsible for the project. Failure to submit this information may result in your bid being eliminated. To also include three references letters from such Employer and/or Project Manager
- Service providers must submit a **valid proof of Company Fire Arm Licenses.**



- All prospective quotations must be accompanied /submitted with bank rating or financial ability report.
- Failure to fully complete all required portions of the quotation document will result in the quotation being deemed non-responsive and may not be considered for award.
- The Department has the right to conduct a Security background check or Screening of the Service Provider and its Security personnel to ascertain the following requirements Registration with PSIRA, Criminal Record and Security Competency.
- All personnel provided by the service provider for this contract, must have undergone, and passed a security training course as prescribed by the PSIRA (Act 56 of 2001) as well as Board Notice 23 of 1994 (Copies of Grading Certificates of personnel be submitted).
- Tariffs (Salary of personnel) must be in line with PSIRA approved rates.
- Service providers to be registered in terms of Section 28 of the Unemployment Insurance Act, 1966
- Service providers to be registered in terms of Section 80 of the Compensation for Occupational Injuries and Diseases Act, 1993
- Service Providers to submit proof of Public Liability Insurance of at least R 1 million rand and must be operative for the duration of the whole contract.
- All quotations shall be valid for 90 days after closing date.
- Lowest or any quotation will not necessary be accepted.

EVALUATION CRITERIA	POINTS ALLOCATED
Locality of the service provider – (As per the address in the CSD Registration Report) Local Municipality = 60 District Municipality = 40 Province = 20	60 points
Experience as a security company List of similar projects successfully undertaken by the bidder with contactable references included in order to claim points 8 projects and above = 20 5 - 7 projects = 10 1 - 4 projects = 5	20 points
Financial capacity Bank rating with Code C in the range of your bid amount = 20 Bank rating with Code D in the range of your bid amount = 15 Bank rating with Code E and lower in the range of your bid amount = 10	20 points



Quotations that do not meet a minimum of **70** points in total for the criteria listed above will not be considered further

- Targeted procurement using the 80:20 points' policy system, as well as the new Broad Based Black Economic Empowerment (BBBEE) will apply.
- The points will be allocated according to the following: -

Price	80 points
BBBEE Contribution Level	20 points

GENERAL CONDITIONS:

- No late or incomplete responses will be accepted for this RFQ
- Suppliers must ensure that no services are rendered or goods delivered without written confirmation from DRDAR
- In case of JV Agreement, a valid authentic JV agreement must be attached for the quotation to be considered further and must both submit the original and valid B-BBEE status level verification certificate or certified copies together with their quote.
- **Only bidders who are registered on CSD as service providers or capable of being registered prior to the evaluation of submissions are eligible to submit bids. Bidders who are not registered on the CSD are not precluded from submitting bids, however bidders must complete the CSD application online, prior the closing date (www.csd.gov.za is the website). It is the responsibility of bidders to ensure that this requirement is complied with.**
- Kindly note that you need to have a working email address, working cell phone, the company registration documents and **Company Tax Matters must be Compliant**
- Tax compliance status and company directors of bidders will be verified on CSD for all price quotations and bids. Hard copies of Tax Clearance Certificate and CK documents are therefore no longer needed to be attached in the bid.
- **Valid BBBEE Certificate/ Sworn Affidavit certified by SAPS must be attached to the Bid**
- Current CSD report must be attached
- **The Department has the right to conduct a Security background check or Screening of the Service Provider and its Security personnel to ascertain the following requirements Registration with PSIRA, Criminal Record and Security Competency.**
- **All personnel provided by the service provider for this contract, must have undergone, and passed a security training course as prescribed by the PSIRA (Act 56 of 2001) as well as Board Notice 23 of 1994(Copies of Grading Certificates of personnel be submitted).**



DELIVERY/ SERVICE:

Services will be rendered at TARDI

Tsolo Agriculture and Rural Development Institute
College drive
Tsolo
5170


CONTACT PERSON:

Mr. Mcatshelwa.

076 314 7384 / 072 775 6370(Technical)

Ms. Mvambo S.

071 607 5506 (Administration)

Name	: <u> Nandipha Toyota Ndudane </u>
Capacity	: <u> Principal </u>
Signature	: <u>  </u>
Date	: <u> 08/09/2021 </u>