

# DANNHAUSER LOCAL MUNICIPALITY (KZ -254)

## KWAZULU - NATAL

8 Church Street  
Private bag X1011  
Dannhauser  
3080



Telephone: (034) 621 2666  
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### INVITATION TO TENDER TENDER NO: 06/02/2023

#### DESCRIPTION: PANEL OF SERVICE PROVIDERS FOR SECURITY SERVICES FOR A PERIOD OF THREE (3) YEARS

Bids are hereby invited in terms of Section 83 of the Municipal Systems Act, Act 32 of 2000 (as amended) and Sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003, for the Appointment of a Panel of service providers for security services for a period of three (3) years.

**A NON-REFUNDABLE BID** document fee of **R250.00** is payable in cash at the cashier's office during 07H30 to 15H00 with lunch interval of 13H00 to 13H30 or via EFT as follows (Bank – **FNB**, Account Holder - **Dannhauser Municipality**, Account No. **62369194106**, Branch code - **270324** and Account type – **Cheque** and documents will be available from **09/02/2023**. Documents will also be available for download from E-Tender.

This bid will be in terms of the 80/20 preferential point system as prescribed in the Preferential Procurement Policy Framework Act (No. 5 of 2000) (No 5 of 2000 Amended in 2017).

**In terms of section 13 of the municipal Supply Chain Management Policy, the Municipality will reject all tenders that do not comply with the following conditions.**

#### Conditions

- Bidders must be registered on the Central Supplier Database and proof of registration must be submitted.
- Price(s) quoted must be valid for at least One Hundred and Twenty Days (120) days after the bid closing date.
- Price(s) quoted must be firm and inclusive of VAT.
- Bidders must include Tax Clearance Certificate (SARS Pin).
- This bid is subject to the general conditions of contract (GCC) and if applicable, any other specific conditions of contract.
- Bidders must complete all MBD Forms.
- Capacity to undertake work within stipulated time frame.
- CIPC Registration certificate "CK"
- Current municipal rates account not older than 3 months/ Proof of residential address if you reside in the non-rate paying area or a lease agreement and rates account when you are a tenant in your business premises.
- No bids will be considered from persons in the service of the state.
- Bidders must fill in the tender register stating the date and time of when they submitted their tender, available at the tender box.
- The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or to reject any tender or to accept a part of it.
- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

## EVALUATION CRITERIA

<b>Sub-Criteria</b>	<b>Description</b>	<b>Weightings</b>
<b>Proposal</b> The service provider must provide the DLM with a proposal with the following headings:		
<b>Who is the service provider?</b>	Company profile.	<b>5%</b>
<b>Compliance to regulations and standards</b> ➤ Safety file plan must be attached	The service provider must demonstrate how the following applicable legislation and standards is adhered to. e.g. <ul style="list-style-type: none"> <li>• Commencement Of the Private Security Industry Regulation Act, 2001 (Act No. 56 Of 2001)</li> <li>• No. 130 of 1993: Compensation for Occupational Injuries and Diseases Act as amended by Compensation for Occupational Injuries and Diseases Amendment Act, No 61 of 1997</li> <li>• No R. 1250: Basic Conditions of Employment Act: Sectoral Determination 6: Private Security Sector</li> <li>• Control of access to public premises and vehicles Act 53 of 1985</li> <li>• Maintenance Act 99 of 1998</li> </ul>	<b>10%</b>
<b>Track record and Experience</b>	<ul style="list-style-type: none"> <li>• Five references of security services provided within the last six year</li> </ul> Five (5) references letters include appointment letters. to include company name, contact person and contact details (telephone number and e-mail)	<b>20%</b>
<b>Proposed methodology</b>	Project plan	<b>20%</b>
	Implementation plan	
<b>Delivery Capacity</b> <ul style="list-style-type: none"> <li>• <b>2 or more Bakkies</b></li> </ul>	How many officers will be deployed? Staffing structure their PSIRA certificates must be attached	<b>5%</b>
<ul style="list-style-type: none"> <li>• <b>1 Control Room.</b></li> </ul>	Equipment and other facilities or aids to be used (including vehicles) logbooks must be attached.	<b>10%</b>

• <b>5 or more Firearms</b>	licences of all firearms must be attached.	<b>10%</b>
<b>Armed response</b>	The service provider must provide an armed response plan of within 50 km of its control room.	<b>5%</b>
<b>Guarding Services plan</b>	The service provider must provide a guarding services plan	<b>5%</b>
	The service provider must provide a Security Operations Procedures	<b>5%</b>
<b>Performance and monitoring Plan</b>	Control measures of implementation of the contract	<b>5%</b>
<b>Total</b>		<b>100%</b>

All Bidders who score **LESS than (80% out of 100%)** on functionality including site visit will not be considered for further evaluation on Price and specific goals.

Tenders must be submitted in a sealed envelope; clearly marked “**TENDER NO: 06/02/2023 APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR SECURITY SERVICES FOR A PERIOD OF THREE (3) YEARS**” and must be deposited into the tender box situated at the security room of Dannhauser Municipal offices. Bidders using the courier companies should ensure that the documents are deposited into the tender box and that the messenger signs the register provided. Tenders should be received no later than **12H00** on **01/03/2023**, where after bids will be opened in public. **Late, emailed, or faxed bids will not be accepted.**

Any enquiries are to be directed to **MR M Ntanzi, Director Corporate Services** at 08 Church Street or Telephonically on **034 621 2666 ext. 0703**, e-mail; [mlungisin@dannhauser.gov.za](mailto:mlungisin@dannhauser.gov.za)/ **Mr J Hlongwane, SCM Accountant**; on **034 621 2666 ext. 0740** email; [joeh@dannhauser.gov.za](mailto:joeh@dannhauser.gov.za) during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.

**MR S CELE  
MUNICIPAL MANAGER**