



Private Bag X9143, Pietermaritzburg, 3200
179 Jabu Ndlovu Street, Pietermaritzburg, 3200
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SUPPLY CHAIN MANAGEMENT

Invitation to Tender – DCSL SBD 05/2024

KwaZulu-Natal – COMMUNITY SAFETY AND LIAISON

DESCRIPTION - SUPPLY, INSTALLATION AND DELIVERY OF CCTV CAMERAS AT THREE (3) HOTSPOT AREAS IN KWAZULU NATAL

The Department reserves the right to **cancel the bid**.

Access to Bid Documents

Bid documents may be downloaded from e-Tender Portal (www.etenders.gov.za)

Briefing Session:

A compulsory briefing session will be held as follows: -

Date: 05 March 2024

Time: 09h00am

Venue: Plessislaer Police Station (Pietermaritzburg)

NB- Service providers must attend compulsory briefing session as well as the Physical Site Inspection meetings as laid down on page 56.

Queries:

Queries relating to bid document may be addressed to Mr A David or Mr N Mdabe on the following e-mail addresses: andrew.david@comsafety.gov.za or ndumiso.mdabe@comsafety.gov.za

Closing of Bid:

The closing date and time for receipt of Tenders is on **18 MARCH 2024 AT 11H00**. Telegraphic, telephonic, telex, facsimile, e-mail and late Tender Proposals will not be accepted. Bids must be deposited in the bid box specified below. Bids deposited in any other bid box and address will not be accepted.

Bid Box

179 JABU NDLOVU STREET
MONDI BUILDING
PIETERMARITZBURG
GROUND FLOOR

PLEASE NOTE THAT THIS BID IS SUBJECT TO SUPPLY CHAIN MANAGEMENT LEGISLATION AND THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY (DEC 2011), AND THE GENERAL CONDITIONS OF CONTRACT AS PRESCRIBED BY PROVINCIAL TREASURY.

KWAZULU-NATAL PROVINCIAL GOVERNMENT BIDDING FORMS

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PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)							
BID NUMBER:	DCSL SBD 05/2024	CLOSING DATE:	18/03/2024	CLOSING TIME:	11h00		
DESCRIPTION	SUPPLY, INSTALL AND DELIVER OF CCTV CAMERAS AT THREE HOTSPOT AREAS IN KWAZULU NATAL						
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)							
179 Jabu Ndlovu street, Pietermaritzburg 3200							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACT PERSON	Mr N Mdabe			CONTACT PERSON	Mr M Mnqayi		
TELEPHONE NUMBER	0333419300			TELEPHONE NUMBER	0333419300		
FACSIMILE NUMBER				FACSIMILE NUMBER			
E-MAIL ADDRESS	Ndumiso.mdabe@comsafety.gov.za			E-MAIL ADDRESS	Mvuseni.mnqayi@comsafety.gov.za		
SUPPLIER INFORMATION							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE		NUMBER				
CELLPHONE NUMBER							
FACSIMILE NUMBER	CODE		NUMBER				
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> 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 AFRICA FOR THE GOODS	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]		

/SERVICES /WORKS OFFERED?			
---------------------------------	--	--	--

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/>	<input type="checkbox"/>
YES NO	<input type="checkbox"/>	<input type="checkbox"/>
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/>	<input type="checkbox"/>
YES NO	<input type="checkbox"/>	<input type="checkbox"/>
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> YES	<input type="checkbox"/> 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
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 REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.		

PART B

TERMS AND CONDITIONS FOR BIDDING

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 CONDITIONS OF 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 MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....

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

DATE:

SECTION A SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF BIDDING FORMS

PLEASE NOTE THAT THIS BID IS SUBJECT TO TREASURY REGULATIONS 16A ISSUED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999, THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK.

1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. Bids submitted must be complete in all respects.
5. Bids shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the bid documents.
6. Each bid shall be addressed in accordance with the directives in the bid documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the bid number and closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope. If this provision is not complied with, such bids may be rejected as being invalid.
7. All bids received in sealed envelopes with the relevant bid numbers on the envelopes are kept unopened in safe custody until the closing time of the bids. Where, however, a bid is received open, it shall be sealed. If it is received without a bid number on the envelope, it shall be opened, the bid number ascertained, the envelope sealed and the bid number written on the envelope.
8. A specific box is provided for the receipt of bids, and no bid found in any other box or elsewhere subsequent to the closing date and time of bid will be considered.
9. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the bid documentation, and proof of posting will not be accepted as proof of delivery.
10. No bid submitted by telefax, telegraphic or other electronic means will be considered.
11. Bidding documents must not be included in packages containing samples. Such bids may be rejected as being invalid.
12. Any alteration made by the bidder must be initialled.
13. Use of correcting fluid is prohibited
14. Bids will be opened in public as soon as practicable after the closing time of bid.
15. Where practical, prices are made public at the time of opening bids.
16. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
17. Bidder must initial each and every page of the bid document.

SECTION B

REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE

1. In terms of the National Treasury Instruction Note, all suppliers of goods and services to the State are required to register on the Central Suppliers Database.
2. Prospective suppliers should self-register on the CSD website www.csd.gov.za
3. If a business is registered on the Database and it is found subsequently that false or incorrect information has been supplied, then the Department may, without prejudice to any other legal rights or remedies it may have;
 - 3.1. Cancel a bid or a contract awarded to such supplier, and the supplier would become liable for any damages if a less favourable bid is accepted or less favourable arrangements are made.
4. **The same principles as set out in paragraph 3 above are applicable should the supplier fail to request updating of its information on the Central Suppliers Database, relating to changed particulars or circumstances.**
5. IF THE SUPPLIER IS NOT REGISTERED AT THE CLOSING TIME OF BID, THE SUPPLIER WILL BE DISQUALIFIED AT THE BID EVALUATION PROCESS.

**SECTION C DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE IS
CORRECT AND UP TO DATE**
(To be completed by bidder)

THIS IS TO CERTIFY THAT I (name of bidder/authorized representative), WHO
REPRESENTS (state name of bidder)
.....CSD Registration
Number.....

AM AWARE OF THE CONTENTS OF THE CENTRAL SUPPLIER DATABASE WITH RESPECT TO THE
BIDDER'S DETAILS AND REGISTRATION INFORMATION, AND THAT THE SAID INFORMATION IS CORRECT
AND UP TO DATE AS ON THE DATE OF SUBMITTING THIS BID.

AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE FOR
DISQUALIFICATION OF THIS BID
FROM THE BIDDING PROCESS, AND/OR POSSIBLE CANCELLATION OF THE CONTRACT THAT MAY BE
AWARDED ON THE BASIS OF THIS BID.

.....
SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE

DATE:

PART C

PRICING SCHEDULE

(Goods/Service/Work)

NAME OF BIDDER:

CLOSING TIME: **11h00**

CLOSING DATE: **18/03/2024**

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

BID NUMBER	DESCRIPTION	TOTAL BID PRICE IN RSA CURRENCY *(All applicable taxes included)
SBD 05/2024		

Amount in Words:

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

.....

Official Company

Stamp

3333

Signature

SECTION D

SBD
3.1

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number..... SBD 05/2024
Closing Time 11:00	Closing date... 18/03/2024.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	Unit Price	Total for each unit
1				
2				
3				
4				
SUB-TOTAL				
VAT AT 15%				
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				

- Required by:
 - At:
 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
- *Delivery: Firm/not firm

- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

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

*Delete if not applicable

PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	Unit Price	Total for each unit
1				
2				
3				
4				
SUB-TOTAL				
VAT AT 15%				
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				

Required by:..... At:.....

- Brand and model.....

-

- Country of origin.....

- Does the offer comply with the specification(s)? *YES/NO

- If not to specification, indicate deviation(s)

- Period required for delivery.....

- Delivery: *Firm/not firm

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

*Delete if not applicable

PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

1. 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

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

P_a = The new escalated price to be calculated.
 $(1-V)P_t$ = **an** 85% of the original bid price. **Note that P_t must always be the original bid price and not**
escalated price.
 $D_1, D_2..$ = Each factor of the bid price e.g. labour, transport, clothing, footwear, etc. The total of the various factors $D_1, D_2...$ etc. must add up to 100%.
 $R_{1t}, R_{2t}.....$ = Index figure obtained from new index (depends on the number of factors used).
 R_{1o}, R_{2o} = Index figure at time of bidding.
 VP_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.

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

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

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

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

FACTOR (D1, D2 etc. e.g. Labour, transport etc.)	P PERCENTAGE OF BID PRICE

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	DESCRIPTION	BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)

- The accompanying information must be used for the formulation of proposals
- Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and R..... including all expenses inclusive of all applicable taxes for the project.
- PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

- PERSON AND POSITION HOURLY RATE DAILY RATE

.....	R.....
.....	R.....
.....	R.....
.....	R.....
.....	R.....

- PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

.....	R.....	days
.....	R.....	days
.....	R.....	days

- Travel expenses (specify, for example rate/km and total km, class of air travel, etc.). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R
.....	R
.....	R
.....	R
.....	R

TOTAL: R.....

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

Travel expenses (specify, for example rate/km and total km, class of air travel, etc.). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R
.....	R
.....	R
.....	R

..... R

..... R

TOTAL: R.....

6. Period required for commencement with project after acceptance of bid

7. Estimated man-days for completion of project

.....

.....

8. Are the rates quoted firm for the full period of contract? *YES/NO

9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.

.....

.....

.....

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

(INSERT NAME AND ADDRESS OF DEPARTMENT/ENTITY)

Tel:

Or for technical information –

(INSERT NAME OF CONTACT PERSON)

Tel:

SECTION E

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/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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:

.....
.....

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.

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be 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 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 ABOVE IS 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

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.

SECTION F

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

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**

(delete whichever is not applicable for this tender).

(a) The applicable preference point system for this tender is the 80/20 preference point system.

(b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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 allocated 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

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

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

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

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 of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black people who are WOMEN	20	
TOTAL	20	

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 to the 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 any other 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 favourable 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:



KWAZULU-NATAL PROVINCE

COMMUNITY SAFETY AND LIAISON
REPUBLIC OF SOUTH AFRICA

ANNEXURE A1-SCM PREFERENCE POINTS CLAIM FORM

Private Bag X454, Pietermaritzburg, 3200
179 Jabu Ndlovu Street, Pietermaritzburg, 3200
Tel: 033- 341-9300 Fax: 033- 342-6345

SCM

SUPPLY CHAIN MANAGEMENT PREFERENTIAL PROCUREMENT POINTS CLAIM FORM – 80/20 Preference points claim form.

Name of Company: _____ CSD NUMBER: _____

No	Preferential Goals		Allocation of points	Points Claimed by Supplier	Evidence documents Submitted Y/N Supplier to complete	SCM Officials Scoring based on evidence produced
1.	Black People					
2.	Black Women		20			
3.	Black Persons with Disabilities					
4	Promotion of Black Youth					
5	Black Military Veterans					
6	Local Content & Production					
	Total Score Achieved					

All Bids will be evaluated based on 80/20, where 80 is the price and 20 is preferential specific goals. The preference for this bid will be given to black women.

DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



Evidence documents required to be submitted by the supplier to claim points.

1. Preference points allocated for **black women** may be claimed if there is sufficient evidence that such woman has ownership of 51% or more of the enterprise shareholding. The Companies and Intellectual Property Commission certificate of the company must be submitted with the Identity Document and CSD report containing information on ownership.
2. Preference points allocated for **persons with disabilities**. A letter from Registered Medical Practitioner should be produced that indicates proof of disability. The Companies and Intellectual Property Commission certificate of the company must be submitted with the Identity Document and CSD report containing information on ownership.
3. Preference points allocated for **promotion of black youth** may be claimed if there is sufficient evidence that such black youth has ownership of 51% or more of the enterprise shareholding. The Companies and Intellectual Property Commission certificate of the company must be submitted with the Identity Document and CSD report containing information on ownership.
4. Preference points allocated for promotion of **Military Veterans**. Proof must be submitted that the supplier is registered on the Military Veteran database. The Companies and Intellectual Property Commission certificate of the company must be submitted with the Identity Document and CSD report containing information on ownership.
5. Preference points allocated for promotion of **black people** may be claimed if there is sufficient evidence that such **black people** have ownership of 51% or more of the enterprise shareholding. The Companies and Intellectual Property Commission certificate of the company must be submitted with the Identity Document and CSD report containing information on ownership.
6. Preference points allocated for promotion of **Local Production & Content** may be claimed if the bidder provide a letter from their Manufacturers where the goods are being purchased from to prove that the goods are locally manufactured or produce.

A bidder that fails to submit proof where he/she has claimed points will score zero points for that specific goal.

Definition of Black People: Has the meaning assigned to it in Section 1 of the Broad- Based Black Economic Empowerment Act: Black people means African, Indians & Coloured people.



KWAZULU-NATAL PROVINCE

COMMUNITY SAFETY AND LIAISON
REPUBLIC OF SOUTH AFRICA

SECTION G - SUPPLY CHAIN MANAGEMENT NOTICE

PROTECTION OF PERSONAL INFORMATION ACT, 2013

DECLARATION BY PROSPECTIVE SUPPLIERS / SERVICE PROVIDERS

The Department of Community Safety and Liaison (hereafter 'the department') and its employees collect and process the personal information of prospective suppliers or service providers for purposes of supply chain management, including, but not limited to, –

- *evaluating and adjudicating quotations or bids;*
- *communication with suppliers or service providers;*
- *drafting contracts such as Service Level Agreements;*
- *contract management;*
- *taking appropriate action in the event of any breach of contract;*
- *payment of invoices; and*
- *compiling reports.*

The personal information may also be disclosed or processed when –

- *the department has a duty or a right to disclose same in terms of any law; or*
- *it is necessary to protect the rights of the department.*

I declare that all the information provided (including any attachments) is complete and correct to the best of my knowledge. I understand that -

- *the supply of this information is mandatory in order to evaluate the quotation or bid in pursuance of the request for quotation or tender;*
- *failure to supply same would result in disqualification; and*
- *any false information may result in criminal prosecution and/or being reported to Treasury.*

The personal information collected may be shared with and processed by –

- *the BAS system and administrators of the system;*
- *the Provincial and National Treasury;*
- *the State Information Technology Agency;*
- *the Auditor-General;*
- *Law enforcement agencies;*
- *the South African Revenue Services;*
- *Provincial Archives; or*
- *any other Organs of State for purposes of performing their public functions or their agents.*

I acknowledge that any personal information shall be retained for a period of years before being destroyed by the Provincial Archives. I accept that the processing of the personal information shall be in accordance with the Protection of Personal Information Act, 2013 and shall be for any one or more of the following purposes:

- *processing necessary for supply chain management;*
- *processing in pursuance of an obligation imposed by law on the Public Service;*
- *processing in order to protect a legitimate interest of mine / the company;*
- *processing necessary for the proper performance of a public law duty of the Public Service; or*

- processing necessary for pursuing the legitimate interests of the Public Service or of a third party to whom the information is supplied.

I hereby consent to the processing of personal information in accordance with the Protection of Personal Information Act, 2013 and I acknowledge that I have the right to –

- access to and the right to rectify the information collected;
- the right to object to the processing of personal information to protect a legitimate interest or processing that is necessary for the proper performance of a public law duty by a public body, on reasonable grounds relating to my particular situation, unless legislation provides for such processing; and
- lodge a complaint to the Regulator (complaints.IR@justice.gov.za).

SIGNATURE (DULY AUTHORISED)

DATE

FULL NAMES:

COMPANY NAME:

EME'S AND QSE'S MUST COMPLETE THE FOLLOWING APPLICABLE AFFIDAVIT FORM TO CLAIM PREFERENCE POINTS

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name	
Trading Name (If Applicable):	
Registration Number	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalization- I. before 27 April 1994; or II. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"

3. I hereby declare under Oath that:

- The Enterprise is _____ % Black Owned as per Amended Code Series 100 of the amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013, ☐ Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____ %
 - Black Disabled % = _____ %
 - Black Unemployed % = _____ %
 - Black People living in Rural areas % = _____ %
 - Black Military Veterans % = _____ %
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise, which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: ____/____/____

Stamp

Signature of Commissioner of Oaths

SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name	
Trading Name (If Applicable):	
Registration Number	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of “Black People”	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 “Black People” is a generic term which means Africans, Coloureds and Indians – (c) who are citizens of the Republic of South Africa by birth or descent; or (d) who became citizens of the Republic of South Africa by naturalisation- III. before 27 April 1994; or IV. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;”
Definition of “Black Designated Groups”	“Black Designated Groups means: (f) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (g) Black people who are youth as defined in the National Youth Commission Act of 1996; (h) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (i) Black people living in rural and under developed areas; (j) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;”

3. I hereby declare under Oath that:

- The Enterprise is _____ % Black Owned as per Amended Code Series 100 of the amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013, ☐ Black Designated Group Owned % Breakdown as per the definition stated above:
- Black Youth % = _____ %
- Black Disabled % = _____ %
- Black Unemployed % = _____ %
- Black People living in Rural areas % = _____ %
- Black Military Veterans % = _____ %
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was between R10,000,000.00 (Ten Million Rands) and R50,000,000.00 (Fifty Million Rands),

- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At Least 51% black owned	Level Two (125% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise, which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: ____ / ____ / ____

Stamp

_____ **Signature of Commissioner of Oaths**

CONTRACT FORM – GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

CONTRACT FORM – GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

SECTION J

OFFICIAL BRIEFING SESSION/SITE INSPECTION CERTIFICATE

N. B.: THIS FORM IS ONLY TO BE INCLUDED AND COMPLETED WHEN APPLICABLE TO THE BID.

Site/building/institution involved:

Bid No.:

Service:

THIS IS TO CERTIFY THAT (NAME)

ON BEHALF OF

ATTENDED THE OFFICIAL BRIEFING ON(DATE)

AND IS THEREFORE FAMILIAR WITH THE CIRCUMSTANCES AND THE SCOPE OF THE SERVICE TO BE RENDERED.

.....
**SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE
(PRINT NAME)**

DATE:

.....
**SIGNATURE OF DEPARTMENTAL REPRESENTATIVE
(PRINT NAME)**

**DEPARTMENTAL STAMP:
(OPTIONAL)**

DATE:

SECTION K

GENERAL CONDITIONS OF CONTRACT

1. Definitions

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 anything 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, training, catering, 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.

ii. Application

- 1.1 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.
- 1.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 1.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

iii. General

- 1.1 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.
- 1.2 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

iv. Standards

- 4.1. The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

v. Use of contract documents and information; inspection.

- 4.1 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.
- 4.2 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.
- 4.3 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.
- 4.4 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.

vi. 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

- 1.1 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.
- 1.2 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.
- 1.3 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:
8. 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
9. a cashier's or certified cheque
- 1.4 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.

2. Inspections, tests and analyses

- 2.1 All pre-bidding testing will be for the account of the bidder.
- 2.2 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.
- 2.3 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.

- 2.4 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.
- 2.5 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.
- 2.6 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.
- 2.7 Any contract supplies may on or after delivery be inspected, tested or analysed 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.
- 2.8 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

- a. 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.
- b. 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.

2. Delivery and documents

- a. 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.
- b. Documents to be submitted by the supplier are specified in SCC.

3. Insurance

- a. 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.

4. Transportation

- a. Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

5. Incidental Services

- a. 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.

b. 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.

6. Spare parts

a. 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.

7. Warranty

- a. 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.
- b. 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.
- c. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- d. 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.
- e. 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.

8. Payment

- a. The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- b. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- c. 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.

- d. Payment will be made in Rand unless otherwise stipulated in SCC.

9. Prices

- a. 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.

10. Contract amendments

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

11. Assignment

- a. 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.

12. Subcontracts

- a. The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts 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.

13. Delays in the supplier's performance

- a. 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.
- b. 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.
- c. 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.
- d. 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.
- e. 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.
- f. 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.

14. Penalties

- a. 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.

15. Termination for default

- a. 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.
- b. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it 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.
- c. 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.
- d. 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?
- e. 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.
- f. If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
 - a. the name and address of the supplier and / or person restricted by the purchaser;
 - b. the date of commencement of the restriction
 - c. the period of restriction; and
 - d. the reasons for the restriction.
- i. These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
- g. 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 for Tender Defaulters. When a person's name has been 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.

16. Anti-dumping and countervailing duties and rights

- a. 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.

18. Force Majeure

- a. 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.
- b. 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.

19. Termination for insolvency

- a. 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.

19. Settlement of Disputes

- a. 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.
- b. 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.
- c. Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- d. Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- e. 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.

20. Limitation of liability

- a. Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;
 - i. 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
 - ii. 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.

21. Governing language

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

22. Applicable law

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

23. Notices

- a. 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
- b. 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.

24. Taxes and duties

- a. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- b. A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- c. 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.

25. National Industrial Participation (NIP) Program

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

26. Prohibition of Restrictive practices

- a. 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).
- b. 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

SECTION L SPECIAL CONDITIONS OF CONTRACT

This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022; the General Conditions of Contract (GCC) and the following applicable other Special Conditions of Contract.

The offers must remain valid for a period of 90 days from the closing date of the submission of bids.

1. CONTRACT PERIOD

1.1 The contract is ad hoc / once off.

2. EVALUATION CRITERIA

There are three stages in the selection process, namely,

- a) Stage one: Administrative Compliance
- b) Stage two: Functionality Criteria
- c) Stage three: Price and specific goal

Ensuring that bids comply with administrative Compliance and the price and specific goal.

2.1. Stage 1 - Administrative Compliance

Check and verify compliance with the submission and completion of compulsory bid documents viz Annexure A SECTION A-N , ANNEXURE B.

Failure to comply with any of the sections contained in the bid document that constitute step one will render the bid invalid

2.2 Preferential Point Evaluation

2.1.1. This bid will be evaluated using the 80/20 preference point system.

3. BID APPEAL TRIBUNAL

PLEASE NOTE:

Any appeals regarding the award of this bid should be lodged within 5 working days from the date of the publication of bid results in the E tender Bulletin and may be down loaded from the website www.etenders.gov.za.

The address provided for the lodging of appeals is:

The Chairperson Bid Appeals Tribunal Private Bag X9082 Pietermaritzburg 3200

FAX NO.: (033) 897 4501

SECTION M

AUTHORITY TO SIGN A BID

BIDDERS MUST COMPLETE THE RELEVANT APPLICABLE SECTION: A, B, C, D, E, F & G HEREUNDER

A. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the Founding Statement of such corporation shall be included with the bid, together with the resolution by its members authorizing a member or other official of the corporation to sign the documents on their behalf.

By resolution of members at a meeting on 20..... at

.....Mr/Ms....., whose

signature appears below, has been authorised to sign all documents in connection with this bid

on behalf of (Name of Close Corporation)

SIGNED ON BEHALF OF CLOSE CORPORATION: (PRINT NAME)

IN HIS/HER CAPACITY AS **DATE:**

SIGNATURE OF SIGNATORY:

WITNESSES:

1.

2.

B. COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on.....20....., Mr/Mrs.....

..... (whose signature appears

below) has been duly authorised to sign all documents in connection with this bid on behalf of

(Name of Company)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:
(PRINT NAME)

SIGNATURE OF SIGNATORY: **DATE:**

WITNESSES:

1.

2.

C. SOLE PROPRIETOR (ONE – PERSON BUSINESS)

I, the undersigned..... hereby confirm that I am the
sole owner of the business trading as
.....

.....
SIGNATURE

.....
DATE

D. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner	Residential address	Signature
.....
.....

We, the undersigned partners in the business trading as.....

hereby authoriseto sign this bid as well as any
contract resulting from the bid and any other documents and correspondence in connection
with this bid and /or contract on behalf of

.....
SIGNATURE

.....
SIGNATURE

.....
SIGNATURE

.....
DATE

.....
DATE

.....
DATE

E CO-OPERATIVE

A certified copy of the Constitution of the co-operative must be included with the bid, together with the resolution by its members authorizing a member or other official of the co-operative to sign the bid documents on their behalf.

By resolution of members at a meeting on 20..... at

Mr/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of (Name of co-operative).....

SIGNATURE OF AUTHORISED REPRESENTATIVE/SIGNATORY:

.....

IN HIS/HER CAPACITY AS:

DATE:

SIGNED ON BEHALF OF CO-OPERATIVE:

NAME IN BLOCK LETTERS:

WITNESSES:

1.

2.

F JOINT VENTURE

If a Bidder is a joint venture, a certified copy of the resolution/agreement passed/reached signed by the duly authorized representatives of the enterprises, authorizing the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the joint venture must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE JOINT VENTURE

By resolution/agreement passed/reached by the joint venture partners on.....20.....,

Mr/Mrs....., Mr/Mrs.....

Mr/Mrs..... and Mr/Mrs..... (whose signatures appears below) has been duly authorised to sign all documents in connection with this bid on behalf of:

(Name of Joint Venture)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:
(PRINT NAME)

SIGNATURE:

DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:
(PRINT NAME)

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:
(PRINT NAME)

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:
(PRINT NAME)

SIGNATURE: DATE:

G. CONSORTIUM

If a bidder is a consortium, a certified copy of the resolution/agreement passed/reached signed by the duly authorized representatives of concerned enterprises, authorizing the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the consortium must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE CONSORTIUM

By resolution/agreement passed/reached by the consortium on.....20.....,

Mr/Mrs..... and Mr/Mrs..... (whose signatures appears below) has been duly authorised to sign all documents in connection with this bid on behalf of:

(Name of Consortium)

IN HIS/HER CAPACITY AS:

SIGNATURE:

DATE:

SECTION N
TERMS OF REFERENCE

DESCRIPTION OF ITEMS -

1. BACKGROUND

The South African Police Service: KwaZulu-Natal requires the supply, delivery, testing, installation and commissioning of Closed-Circuit Television facilities to cover the areas as indicated in the attached appendixes to this document. The requirement comprises of assorted CCTV cameras, integration to optic fibre and microwave transmission systems, digital video recording and archiving systems, video display systems and the installation and commissioning of all the mentioned systems as well as the complete equipping and commissioning of the associated control centre. Integration between Ntuzuma Control Room and Durban Central SAPS Control room. A rapid deployment surveillance system is to be integrated into the system including mobile CCTV, Body Worn Cameras, and Drones.

SPECIAL TERMS AND CONDITIONS

DESCRIPTION OF ITEM -

INTRODUCTION

-
- (a) **Tenderers must ensure that they are fully aware of all the Terms and Conditions contained in this bid document.**

1. ACCEPTANCE OF BID

- 1.1. The KwaZulu-Natal Department of Community Safety and Liaison Bid Adjudication Committee is under no obligation to accept any bid.

2. AMENDMENT OF CONTRACT

- 2.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties, subject to the Department approval.

3. AWARD

- 3.1. The award is for Community Safety projects as per attached specification and will be awarded to one (1) service provider.
- 3.2. Bidders must price for all items. Failure to comply will result in disqualification.
- 3.3. Bidders must complete SBD 6. Failure to comply will result in disqualification.

4. BASIS AND QUANTITIES

- 4.1. Quantities are reflected in this bid document.

5. CERTIFICATE OF COMPLIANCE

- 5.1. Where applicable, it is mandatory for service providers to provide the applicable compliance Certificate/s as stipulated in Annexure A (E.g. SABS Approved)

6. CHANGE OF ADDRESS

- 6.1. Bidders must advise the KwaZulu-Natal Department of Community Safety and Liaison Supply Chain Management, Contract Administration should their ownership or address. (domicilium citandi et executandi) details change from the time of bidding to the expiry of the contract.

7. COMPETENCY OF THE SERVICE PROVIDER

- 7.1. It shall be vital for the appointed supplier to have sufficient financial resources and capacity to finance and execute as per terms and conditions of the contract.

8. COUNTEROFFERS

- 8.1. Counteroffers shall not be considered.

9. DELIVERY AND PACKAGING

- 9.1. Basis of delivery: Delivery of goods shall be made as directed by the Department, as per attached Annexure C.
- 9.2. All deliveries must take place from Monday to Friday between 08h00 and 15h00.
- 9.3. In emergency cases The KwaZulu-Natal Department of Community Safety and Liaison reserves the right to request the successful bidder/s to effect deliveries at any given time including Saturdays, Sundays and public holidays.
- 9.4. The delivery performance of a contractor shall be closely monitored, and any subsequent orders shall only be issued to the contractor that has proved to be competent with their delivery performance.
- 9.5. Random inspection and sampling of items shall be conducted upon delivery to verify quantity and compare the item against the contract sample and any other quality accreditation that is prescribed.
- 9.6. It is the contractor's responsibility to offload the delivery vehicle.
- 9.7. Every order must be accompanied by a delivery note.

10. DELIVERY CONDITIONS

- 10.1. Delivery of products must be made in accordance with the instructions appearing on the official purchase order.
- 10.2. All deliveries or dispatches must be accompanied by a delivery note stating the official purchase order number against the delivery that has been affected.
- 10.3. In respect of items awarded to them, contractors must adhere strictly to the delivery periods stipulated by them in their bid document.
- 10.4. The instructions appearing on the official purchase order form regarding the supply, dispatch and submission of invoices must be strictly adhered to.
- 10.5. The submitted invoice must be original.
- 10.6. Deliveries not complying with the order form shall be returned to the contractor at the contractor's expense.
- 10.7. No locally manufactured product may be substituted during the contract period with an imported product, and vice versa, without prior approval of the Bid Adjudication Committee.

11. DETAILS OF CONTRACTS AWARDED TO THE BIDDER (PAST/CURRENT) (ANNEXURE B)

- 11.1. The bidder must furnish the following details of verifiable past and current contracts.
 - (i) Date of commencement of contract/s;
 - (ii) Value per contract; and
 - (iii) Contract details. That is, with whom held, phone number and address/s of the companies.

12. ENTERING OF DEPARTMENTAL OFFICES

- 12.1. No representative from a company shall be permitted to enter Departmental premises, buildings or containers where stores are kept unless he/ she is accompanied by the responsible official in charge of stores.

13. EQUAL BIDS

- 13.1. If functionality is part of the evaluation process and two or more bidders score equal total points and equal points for specific goals, the contract must be awarded to the bidder that scored the highest points for functionality.
- 13.2. If two or more bidders score equal total points in all respects, the award shall be decided by the drawing of lots.

14. INVOICING

- 14.1. The submitted invoice by the Contractor must be Tax Invoices indicating quantity ordered and quantity delivered, the amount of tax charged and the total invoice amount.
- 14.2. A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:
- (a) The name, address and registration number of the supplier.
 - (b) The name and address of the recipient.
 - (c) An individual serialized number and the date upon which the tax invoice is issued.
 - (d) A description of the goods or services supplied.
 - (e) The quantity or volume of the goods or services supplied.
 - (f) The value of the supply, the amount of tax charged and the consideration for the supply; or
 - (g) Where the amount of tax charged is calculated by applying the tax fraction to the consideration, the consideration for the supply and either the amount of the tax charged, or a statement that it includes a charge in respect of the tax and the rate at which the tax was charged.

15. IRREGULARITIES

- 15.1. Companies are encouraged to advise the The KwaZulu-Natal Department of Community Safety and Liaison timeously of any possible irregularities which might come to their notice in connection with this or other contracts.

16. JOINT VENTURES

- 16.1. Should this bid be submitted by a joint venture, the joint venture agreement must accompany the bid document before the closing date and time of the BID?
- 16.2. The joint venture agreement must clearly specify the percentage of the contract to be undertaken by each company participating therein.

- 16.3. The non-submission of a BBEE Certificate by a trust, consortium or joint venture shall result in zero (0) points being allocated for specific goal.
- 16.4. Each party to a Joint Venture/ Consortium must submit an original valid Tax Clearance Certificate together with the bid before the closing date and time of bid.
- 16.5. The joint venture or consortium must submit a formal agreement that outlines the roles and responsibilities of each member of the joint venture or consortium, nomination of an authorised person to represent the joint venture or consortium in all matters relating to this bid and the details of the bank account for payments to be affected.
- 16.6. The joint venture or consortium must comply with Central Suppliers Database (CSD) registration requirements as per National Treasury directive.

17. LATE BIDS

- 17.1. Bids are late if they are received at the address indicated in the bid documents after the closing date and time.
- 17.2. A late bid shall not be considered and, where practical, shall be returned unopened to the Bidder, accompanied by an explanation.

18. NOTIFICATION OF AWARD OF BID

- 18.1. The successful bidder shall be notified of the intention to award via an advert in the same media as the invitation to bid.

19. PAYMENT FOR SUPPLIES AND SERVICES

- 19.1. A contractor shall be paid by the Department in accordance with supplies delivered and services rendered.
- 19.2. Any query concerning the non-payment of accounts must be directed to the Department.
- 19.3. The following protocol shall apply if accounts are queried:
- (i) Contact must be made with the officer-in-charge of the District Office;
 - (ii) If there is no response from the District Office, the Director: Finance must be contacted;
- 19.4. Information as contained on the Central Suppliers Database must be valid/ correct. Noncompliance with Tax Requirements shall affect payment.

20. PERIOD OF CONTRACT

- 20.1. The contract is ad hoc / once off.

21. QUALITY CONTROL/ TESTING OF PRODUCTS

- 21.1. The Department reserves the right to verify if the delivered items is non-compliant with the specification, the department reserves the right to reject those items.
- 21.2. If it is discovered that the items supplied is not in accordance with the specification, the following shall occur:

- (i) Replacement of non-compliant items with compliant items;
- (ii) Possible cancellation of (part of) the contract with the contractor;
- (iii) Reporting such negligence by the contractor to the provincial and national treasury for listing on the restricted suppliers' database.

22. SPECIAL CONDITIONS OF CONTRACT

22.1. The bid is issued in accordance with the provisions of the Public Finance Management Act (PFMA), Chapter 16 A of the Treasury Regulations and shall be subject to the provisions of the General Conditions of Contract. The special terms and conditions are supplementary to that of the General Conditions of Contract. Where, however, the special terms and conditions are in conflict with the General Conditions of Contract, the Special Terms and Conditions shall prevail.

23. SUPPLIERS DATABASE REGISTRATION

23.1. A bidder submitting an offer must be registered on the Central Suppliers Database at National Treasury. A bidder who has submitted an offer and is not registered on the Central Suppliers Database shall not be considered at the time of award. No pending registrations shall be considered.

23.2. A Joint Venture/Consortium must be registered on the Central Suppliers Database at the time of submitting the bid.

NB: IF A BIDDER IS FOUND TO BE EMPLOYED BY THE STATE AND IS ON THE CENTRAL SUPPLIERS DATABASE, THE BIDDER SHALL BE DISQUALIFIED.

24. TAX AND DUTIES

24.1. During quotation stage, prices offered and paid must include all customs, excise and import duties, and any other tariffs or taxes levied by the government or statutory body having jurisdiction on the goods provided under this contract, including Value Added Tax (applicable at the current rate).

25. TAX COMPLIANCE PIN

25.1. The bidder must submit a valid Tax Compliance Pin with the bid. Bidders should note that their tax compliance status shall be verified through the Central Supplier Database and SARS.

25.2. Where a Tax Compliance Pin is not submitted with the bid, the Department shall use the Central Supplier Database to verify the tax matters of the bidder.

26. UNSATISFACTORY PERFORMANCE

26.1. Unsatisfactory performance occurs when performance is not in accordance with the contract conditions.

- (i) The Departmental official shall warn the contractor in writing that action shall be taken in accordance with the contract conditions unless the contractor complies with the contract conditions and delivers satisfactory supplies or services within a specified reasonable time (7 days minimum). If the contractor does not perform satisfactorily despite the warning, the official shall:
 - (a) Take action in terms of its delegated powers; and
 - (b) Make a recommendation to the Accounting Officer for cancellation of the contract concerned.
- (ii) When correspondence is addressed to the contractor, reference shall be made to the contract number/item number/s and an explanation of the complaint.

27. VALIDITY PERIOD OF BID AND EXTENSION THEREOF

27.1. The validity (binding) period for the bid shall be 90 days from close of bid. However, circumstances may arise whereby the Department may request bidders to extend the validity (binding) period. Should this occur, the Department shall request bidders to extend the validity (binding) period under the same terms and conditions as originally offered for by bidders. This request shall be done before the expiry of the original validity (binding) period.

28. VALUE ADDED TAX (VAT)

28.1. Bid prices must be inclusive of 15% VAT.

28.2. Bidders who make taxable supplies in excess of R1 million in any 12-month consecutive period are liable for compulsory VAT registration, but a person may also choose to register voluntarily provided that the minimum threshold of R50 000 (as of 1 March 2010) has been exceeded in the past 12-month period. Bidders who meet the above requirement must register as VAT vendors, if successful, within one month of award of the bid.

29. WARRANTY

29.1. The instrument shall be fully warrantied for a period of not less than 5 years. All costs involved in replacing defective parts (including spares, labour and travel) and which are incurred during this 5-year period will be covered by the supplier.

SPECIFICATIONS/ PRICE SCHEDULE

The South African Police Service: KwaZulu-Natal requires the supply, delivery, testing, installation and commissioning of Closed-Circuit Television facilities to cover the areas as indicated in the attached appendixes to this document. The requirement comprises of assorted CCTV cameras, integration to optic fibre and microwave transmission systems, digital video recording and archiving systems, video display systems and the installation and commissioning of all the mentioned systems as well as the complete equipping and commissioning of the associated control centres.

Automatic number plate recognition cameras and software is included in the requirement. Facial Recognition software is required to be supplied and integrated into the complete system. The total bid must include all components and services to provide a complete turnkey solution. All goods and services required must be included in the bid price.

The bid must also include a complete microwave solution for the transmission required in the project.

The requirement includes additional equipment that may be required during the contract period that is expected to be needed due to evolution of SAPS requirement within the system service area as crime patterns evolve. This contract is for a three year system supply, installation and commissioning period, a three year warrantee period during which maintenance will be done by the contractor at no cost to the state, followed by a three year period of paid maintenance. The total contract period must thus be six years.

UMGUNGUNDLOVU DISTRICT		
POLICE STATION	LOCATION	GPS COORDINATES
PLASSISLAER	Corner of Mthombothi and FJ Sithole Roads (Imbali Unit 1)	E 30*35'19.59 S 29*64'71.08
ETHEKWINI DISTRICT		
POLICE STATION	LOCATION	GPS COORDINATES
UMLAZI	Q Section Main Road near Emaphithini Tavern	E 30*89'69.680 S 29*97'41.390
PHOENIX	Besters Intersection	E 30*98'48.93 S 29*72'18.41

Physical site inspections will be conducted by the department on all the above three locations. Bidders must attend the compulsory briefing session and all the physical site inspections as per details below. Failure to attend all meetings will result in automatic disqualification from the bid.

No.	Description	Date	Time	Location of Site
1.	Compulsory Briefing Session	05 March 2024	09:00am	Plessislaer Police Station
2.	Compulsory Physical Site Inspection where CCTV will be installed	05 March 2024	10:30am	PLASSISLAER

3.	Compulsory Physical Site Inspection where CCTV will be installed	05 March 2024	12:30pm	UMLAZI
4.	Compulsory Physical Site Inspection where CCTV will be installed	05 March 2024	02:00pm	PHOENIX

The exact location and address of sites to visit are listed on table (Page 55)

	<u>DESCRIPTION OF REQUIREMENT</u>
1.	<u>BID CONDITIONS</u>
1.1.	<u>COMPLETION OF BID DOCUMENTS</u>
1.1.1.	Bidders must explicitly state either “Comply” or “Do not comply” regarding all the requirements outlined in this document. Any deviation from specification shall also be recorded in Appendix B “Deviations from specification” Any further clarification documentation shall be referred to in Appendix B “Deviations from specification”.
1.1.2.	Whenever technical parameters are specified as requirements, bidders must state, besides the terms according to section 1.1.1 above, also the numerical value(s). Numerical values must be stated in the same units as the units of the technical parameters specified.
1.1.3.	Bidders must make sure that the values specified are not in conflict with the values found in the technical documentation accompanying the bid reply.
1.2.	<u>ACCEPTANCE OF BID</u>
1.2.1.	The Department reserves the right to accept any bid, part of a bid or no bid at all.
1.3.	<u>ALTERNATIVE OFFERS</u>
1.3.1.	When bidders submit an alternative offer(s) the following guidelines must be followed. Non-compliance with these guidelines must result in the non-acceptance of an alternative offer. If a bidder does not submit an alternative offer(s), the bidder must state “Not Applicable (N/A)” only to this section.
1.3.2.	For each offer, bidders must complete a full set of the accompanying State Tender Board documents, this document in full and Appendixes “A”, “B” and “C”. Relevant test reports, approval certificates and other documentation as required in this document must also be submitted for each alternative offer. Bidders must avoid the words “same as previous offer” in the alternative offer documents.
1.3.3.	In the event of alternative offers, the main offer must be clearly identified as “Main Offer” and the alternative offers must follow in sequential order: “Alternative A”, “Alternative B”, etc. All alternative offers must be clearly identified and submitted in their own file folders.
1.3.4.	Alternative offer(s) must be submitted with the main offer on the closing date and time of the bid.
1.4.	<u>COMPLETENESS OF DOCUMENTATION RECEIVED BY THE BIDDER</u>

	<u>DESCRIPTION OF REQUIREMENT</u>
1.4.1.	The pages of this document are numbered in a consecutive numerical order.
1.4.2.	It must be the bidder's responsibility to ensure that all pages of this document are received. If any pages are missing, or any uncertainty exists regarding the completeness of this document, the bidder must contact the department.
1.5.	<u>SCHEDULING OF ITEMS - APPENDIX A</u>
1.5.1.	The bidder must complete Appendix A as specified in the attached APPENDIX A PARTS 1, 2 and 3. APPENDIX A PART 1 must contain all items offered to establish the system and is to be completed accurately. APPENDIX A PART 2 must contain the items for delivery during system maintenance period as well as optional parts offered for system that will be available for system support and refinement during the contract period. APPENDIX A PART 3 must detail all the parts included in the storage capacity upgrade options for the six month storage as well as the one year storage options.
1.5.2.	These three appendices must include detailed lists of all items offered. These two appendices must be compiled by the bidder, in a table format with the following columns:
1.5.2.1.	Item number,
1.5.2.2.	Item name,
1.5.2.3.	Item description,
1.5.2.4.	Manufacturers name and part/code number of item,
1.5.2.5.	International ICN code if available,
1.5.2.6.	Quantity of the item needed to comply with specification,
1.5.2.7.	Item price including VAT, and
1.5.2.8.	Total price including VAT for total number of the item required in the project.
1.5.3.	These appendices must be thoroughly and accurately completed. Each item offered to the SAPS must be indicated i.e. equipment, services, etc.
1.6.	<u>DEVIATIONS FROM SPECIFICATION - APPENDIX B</u>
1.6.1.	This appendix must be compiled by the bidder and labelled APPENDIX B, "Non-compliance with bid requirements", when applicable. This appendix must be in a table format with the following columns:

<u>DESCRIPTION OF REQUIREMENT</u>	
1.6.1.1.	Section (paragraph) number,
1.6.1.2.	Description,
1.6.1.3.	Offer,
1.6.1.4.	Deviation described in detail,
1.6.1.5.	Reason for deviation,
1.6.1.6.	Additional comments.
1.6.2.	This appendix must only contain the sections to which the bidder states non-compliance. This appendix must be thoroughly and accurately completed.
1.7.	<u>COMPETANCY OF TECHNICAL AND ENGINEERING STAFF - APPENDIX C</u>
1.7.1.	The bidder must have engineers and technicians available who must be appropriately qualified for the engineering and technical work required in this project. The bidder must ensure that the engineering and technical staff is available to execute the work required in the project.
1.7.2.	The bidder must submit a staff list of the engineering and technical staff that will be utilised in the project to provide the engineering and technical services required.
1.7.3.	The bidder must submit a one page summarized curriculum vitae of each of the engineering and technical project staff that must contain at least the following information in relation to each staff member:
1.7.3.1.	Full names and surname
1.7.3.2.	Identity number
1.7.3.3.	Highest applicable technical/engineering qualification and date that the qualification was issued.
1.7.3.4.	Institution or institutions where qualification/s was/were issued.
1.7.3.5.	Registration number with the Engineering Counsel of South Africa for professional engineers and technicians. (The bidder must provide at least one professionally registered engineer who will take responsibility for the engineering work in the project.)
1.7.3.6.	Product specific accreditations held by the engineer or technician.
1.7.3.7.	A work history summary for applicable work done by the engineer or technician.
1.8.	<u>INDEMNIFICATION</u>
1.8.1.	Neither the SA Police Service nor any accredited testing facility employed by the SAPS for testing of deliverables or samples in this bid, will be responsible for any costs resulting from damage

	<u>DESCRIPTION OF REQUIREMENT</u>
	done to the equipment offered during testing or evaluation according to this specification.
1.9.	<u>CONFIGURATION OF BID REPLY</u>
1.9.1.	Offers submitted by a bidder must be neatly bound in a file folder, complete with an index page to enable the department to ensure that all information was received. Offers submitted must include at least the following:
1.9.2.	The completed technical specification with the accompanying Tender documents.
1.9.3.	Appendixes “A”, “B” and “C” completed by the bidder. See 1.5, 1.6 and 1.7 of this documents.
1.9.4.	Detailed technical specifications of all the equipment offered.
1.9.5.	All additions to the bid document, i.e. Price list, Brochures, Spare Parts list etc. must be neatly bound in the file folder and these additions must be shown on the index page as Appendices. Each additional document and/or list must be listed separately in the index.
1.9.6.	Any loose pages or brochures submitted, not bound as stated above will not be accepted
1.10.	<u>ASSUMPTIONS MADE BY BIDDERS</u>
1.10.1.	No assumptions must be made by bidders in their bid reply.
1.10.2.	It must be the bidder’s responsibility to obtain all information required to submit a comprehensive bid that meets all requirements. If any uncertainties exist regarding the interpretation of the requirements or specifications, the bidder must clarify such uncertainties with the department.
1.11.	<u>TELEPHONIC ENQUIRIES</u>
1.11.1.	Bidders must note that telephonic enquiries can be made regarding this bid
1.11.2.	Enquiries must be made in writing and must be submitted by e-mail to the Section Head: Ndumiso.mdabe@comsafety.gov.za . The e-mail must clearly identify the number of the bid, the item and the specification number of the bid.
1.11.3.	Any enquiries must be made well ahead of the bid closing date. Enquiries made later than seven (7) working days before the bid closing date and time will not be entertained by the Department.

<u>DESCRIPTION OF REQUIREMENT</u>	
1.12.	<u>COMPULSORY SITE VISIT</u>
1.12.1.	A compulsory site visit must be conducted on a date and time determined by the department to enable bidders to investigate issues that may impact on the project.
1.12.2.	Failure to attend must result in the non-acceptance of the bidder's offer.
1.12.3.	Bidders are required to obtain maps of the area to scale for own use during site visits at own cost.
1.12.4.	(GPS Co-Ordinates of camera placements as included in the relevant appendix to this document are in WGS84 map datum. The co-ordinates are not intended to indicate exact final camera positions, but simply to enable navigation to the approximate position. Final positions must be determined by SAPS in consultation with the successful bidder and all relevant role players).
1.12.5.	Bidder's attention is drawn to the need for accurate survey of the site and camera locations.
1.12.6.	Bidders must visit the CCTV control centres as well as all camera sites.
1.12.7.	Bidders are hereby informed that violent crime may occur in the area and are hereby informed that site visits and participation in this project will require caution and security steps. Bidders must accept responsibility for their own safety during site visits as well as when working in the area.
2.	<u>GENERAL REQUIREMENTS:</u>
2.1.	<u>SCOPE OF BID:</u>
2.1.1.	The SAPS has a requirement for the supply, delivery, installation, and commissioning as well as warrantee support of a complete closed circuit television system in the public space of the following station service areas.
2.1.1.1.	Plessislaer
2.1.1.2.	Phoenix
2.1.1.3.	Umlazi
2.1.2.	The warrantee support supplied by the bidders must be a three year warrantee period that must commence when the system passes an acceptance test procedure at the completion of system commissioning.
2.1.3.	The bidder must also quote for a components supply and maintenance support contract for a period of three years that

<u>DESCRIPTION OF REQUIREMENT</u>	
	must commence when the system passes the acceptance test procedure at the end of the warrantee period.
2.1.4.	The bidder must supply any further equipment that is required by SAPS during the contract period that is required to be added to the system to keep the system operational capability adequate in relation to evolution of SAPS requirements in the operational area that the system is built for. Such equipment must comply with all specifications of the original system build.
2.1.5.	This bid is then one bid for two main deliverables, the first deliverable will establish the system and support the system for three year under warrantee after system acceptance.
2.1.6.	The second deliverable must be maintenance and support for a period of three years and is subject to the successful completion of the system establishment deliverable for systems delivery up to the completion of the warrantee period.
2.1.7.	The system must include all cameras and associated electronics to be installed at camera sites, including all equipment to deliver the video captured to the control centre at the nearest Secluding microwave transmission systems. The maintenance of the microwave system must be included in the maintenance program.
2.1.8.	The system must also include all video display systems inclusive of video wall.
2.1.9.	The system must also include all storage systems as well as systems to reproduce video evidence for use by investigators and court.
2.1.10.	The requirement includes all required training of users of the system.
2.1.11.	The system must include software to do video analysis for purposes of investigation of events by searching recorded video for faces, items and events to enable effective utilization of the recorded video in the system. The software must also include video enhancement capabilities.
2.2.	<u>MICROWAVE NETWORK.</u>
2.2.1.	The bidder must install all microwave and network equipment to connect all camera sites to the control centre.
2.2.2.	The bidder shall provide all technical information necessary for licence application for the microwave transmission that will be required by ICASA.

<u>DESCRIPTION OF REQUIREMENT</u>	
2.2.3.	The microwave equipment must operate in the 42 GHz band as well as the E-band for all short range links. Lower frequency spectrum must only be selected for links where the link distance dictates such lower frequency spectrum be required on the basis of the principles of microwave engineering.
2.2.4.	The bidder must employ a suitably qualified electronic engineer with microwave experience and must consult the offer for licensing viability with the regulator prior to submission of the bid.
2.2.5.	The bidder must survey each link in the system in a two phase process where the link must be calculated as viable on a software tool such as Path loss or similar in an office phase. Secondly the bidder must physically confirm line of sight of each link in the system and must certify that the surveys were done.
2.2.6.	The microwave system submission must include a print of each prediction indicating ground profile, clutter profile, antenna height at each end, predicted receive power as well as the Fresnel zone for each link.
2.2.7.	The bidder must provide a plan for data routing and capacity planning indicating data capacity per link which required data capacity must be factored in to link viability calculation.
2.2.8.	The microwave system offered must have a single operating system as well as a single network management system that will enable efficient operation as well as simplified network management.
2.3.	<u>IMAGE AND VIDEO ANALYTICS:</u>
2.3.1.	SAPS CCTV systems are required to make effective use of video and image analytics. Analytics available in this system must include the following:
2.3.2.	Automatic number plate recognition / Identification cameras and software with functionality as described further in the specification.
2.3.3.	Facial recognition software with a capability to generate an alert to the operators when a person resembling a wanted person or person of interest appears in the view of any camera in the system.
2.3.4.	Flame detection to alert operators of fire in a scene.
2.3.5.	The system must also generate alarms from image analytics if any of a number of operational scenarios are captured in camera view as is detailed in the specification.
2.3.6.	The CCTV system used must have a set of well-developed image and video analytics capabilities. The system must allow

<u>DESCRIPTION OF REQUIREMENT</u>	
	SAPS to add custom image analytics modules that the SAPS may source from other sources or may self-develop.
2.3.7.	This contract includes the management of the system build process in compliance with accepted project management principles. The bidder must provide a service of project execution planning and monitoring and must provide all appropriate documentation including project plans and project progress reports to the SA Police Service.
2.3.8.	The successful bidder must compile project schedules on Microsoft Project format and must provide a schedule of activities for each quarter of the financial year as per the financial calendar of the SAPS and must provide progress reports monthly on the progress of activities within the quarter with a final report for each quarter delivered on the final day of each quarter.
2.4.	<u>CCTV QUALITY LEVELS:</u>
2.4.1.	The SAPS defines for purposes of this specification the following 4 quality levels:
2.4.2.	Monitor: Images conforming to this quality level must allow SAPS to follow the motion of all extremities of the human body and must enable SAPS to identify at least race and gender of persons appearing in the images. The surveillance material certified to meet the monitoring standard must at least provide 12 frames per second of images that will enable motion to be followed fluently and must provide at least 250 pixels in height over the average length of a person (1.6 Meter).
2.4.3.	Recognition Quality: Images conforming to recognition quality must achieve facial recognition on the standard test faces of the Rotakin CCTV evaluation system. The system must at this level capture the facial features of persons with adequate fidelity to achieve better than 97% recognition of the Rotakin faces on the system by users who pass the South African Driver License eye test. The recognition quality level will enable SAPS to eliminate suspects from evaluation of their appearance.
2.4.4.	Forensic Identification Quality: Is defined as an image in which micro level features on the face, which includes scars, moles, wrinkles and other facial marks are effectively captured. This level of quality will enable identification of an individual to the degree that all reasonable doubt over identity of the individual is removed.
2.5.	<u>STORAGE OF CCTV DATA:</u>

	<u>DESCRIPTION OF REQUIREMENT</u>
2.5.1.	The CCTV data stored is required to facilitate investigation of incidents that occur in the operational area. Incidents may be identified immediately or may only be identified at a later date. The ideal would be to keep data indefinitely. Storage of CCTV DATA in this project must be kept for a minimum of 6 months.
2.5.2.	Storage must be designed such that quality is not compromised. Footage specified to be of a quality as per quality standards above must be stored in the same quality such that review at any later date will achieve the same operational result.
2.5.3.	The CCTV DATA storage system must be fault tolerant network attached storage with continuous duty rated hard drives and must include video content analysis capable processing.
2.5.4.	The bidder shall offer two additional storage options: with capacity to provide 6 months of storage as well as an option for one year of storage.
2.5.5.	These offers shall include all hardware, software as well as any required infrastructure upgrades necessary for support of these options including UPS and environmental cooling.
2.6.	<u>CONTROL ROOM:</u>
2.6.1.	The bidder is required to fully equip the control room with all items required for use by the operators of the system, including all electronic systems related to the CCTV system as well as diverse items such as high quality operator chairs ergonomically suitable for 24/7/365 use.
2.7.	<u>TURNKEY PROJECT:</u>
2.7.1.	The bidder must ensure that all goods and services required for the successful functioning of the CCTV project are included in his bid. Items will only be excluded from the requirement where SAPS indicates this specifically. The bidder is thus required to deliver a complete turnkey project with no exclusions that are not clearly excluded by means of clear indication in the specification. The SAPS appends to the bid document a bill of materials/deliverables. This appendix A serves to scope the project functionally. The bidder must submit within this appendix A all items necessary to fully implement the SAPS functional requirement, in line with the requirements of the equipment and systems offered by the bidder.
2.8.	<u>GENERAL TECHNICAL REQUIREMENTS</u>

DESCRIPTION OF REQUIREMENT	
2.8.1.	Environmental requirements: An Ingress Protection rating of at least IP 67 as defined by the International Electro technical Commission (IEC) is required for all outdoor systems.
2.8.2.	The <i>Successful bidder(s)</i> must adhere to any standards prescribed by a land / property / infrastructure owner where SAPS installations are done on such land / property / infrastructure, including telecommunications underground sleeves, building cabling, overhead cabling or similar infrastructure. Where standard practices are imposed on the SAPS by property owners in this project. Any resulting additional cost implications will be for the account of SAPS based on prior approval by SAPS and an "Open Book" accounting principles. For all projects included in this requirement, bidders must determine such costs and include such cost in the bid price. The costs must be broken down in detail and be fully visible in the bid submission.
2.8.3.	Cables will each be labelled with the same number at the back Patch Panels where the cables connect and at the back of all wall outlets not more than 50mm from the termination point/end. Oval grip labels will be accepted.
2.8.4.	It must be the <i>Bidder's</i> responsibility to obtain all information required to submit a comprehensive <i>Bid</i> that meets all requirements. If any uncertainties exist regarding the interpretation of the requirements or specifications, the <i>Bidder</i> must clarify such uncertainties with the SA Police Service.
2.8.5.	The equipment and workmanship offered must conform to sound engineering practice including compliance with all legally required electrical and other safety standards and all standards for communications products and systems in terms of the Electronic Communications Act no 36 of 2005 and regulations for type approval and licensing requirements set by the <i>Independent Communications Authority South Africa (ICASA)</i> .
2.8.6.	The bidder must provide competency certification for all workers employed in electrical installation as well as any required electrical certificates of compliance regarding supplied electrical installations.
2.8.7.	The SAPS reserves the right to test the equipment and installation offered to the above or equivalent specifications and to reject any equipment that does not satisfy the requirements of the SAPS as detailed in this specification.
2.8.8.	The <i>Successful Bidder (s)</i> must follow sound engineering practice throughout all installations and design and thus must fully adhere to at least the following general technical standards

<u>DESCRIPTION OF REQUIREMENT</u>	
	or such other standards as would be appropriate for any technical work done: all standards applied must be subject to SAPS approval.
2.8.8.1.	Environmental requirements: Ingress Protection IP 67 must be complied with for all outdoor systems.
2.8.8.2.	SANS Series of specifications for general CCTV installation practice (SANS 10222-5-1-1, SANS 10222-5-1-3, SANS 10222-5-1-4 and SANS 10222-5-1-5 and SANS 10222-5-1-2)
2.8.8.3.	Any standards prescribed by a land/property/infrastructure owner where SAPS installations are done on such land/property/infrastructure, including telecommunications underground sleeves, building cabling and overhead cabling. Where standard practices are imposed on the SAPS by property owners in this project.
2.8.9.	The <i>Successful Bidder (s)</i> must accept full responsibility for any damages done to property in the course of his/her work in terms of this contract.
2.8.10.	The <i>Successful Bidder (s)</i> must acquaint himself with all relevant policy, standards and regulations imposed by land/property/infrastructure owners such as the local authority (electrical department, water), Telkom, ESKOM etc.
2.8.11.	The bidder must acquaint him/herself with the content of the attached Annexure X Extract from the SAPS cabling standards relating to IT cabling and must comply in all installations with the technical requirements contained.
2.8.12.	The bidder must install all IT type cabling in these installations in accordance with the attached technical standards and must not duplicate cabling infrastructure where adequate capacity/space is available on the existing SAPS cabling infrastructure.
2.9.	<u>CABLING PRACTICE AND STANDARDS FOR SIGNAL AND DATA CABLING:</u>
2.9.1.	In each case of cabling to be installed, the cable must be selected to be of the optimum type and specification for the purpose, with due consideration of signal requirements, shielding requirements, environmental requirements, and appropriate practice for cabling of the respective kind.
2.9.2.	All cables used must be installed with strict adherence to cable manufacturer installation instructions.

DESCRIPTION OF REQUIREMENT	
2.9.3.	All cables used in the installations, that will be exposed to outdoor conditions, must be selected to be resistant to ultra violet and all other damaging solar radiation, to the range of temperatures imposed by the installation circumstances, to wind induced vibration, environmental chemical exposure, moisture and must be installed on appropriate cable support structures such as cable ducts, cable trays and catenary cables.
2.9.4.	All cabling installed surface mount in buildings must be installed in plastic electrical conduit with no cables exposed to mechanical damages. In cases of expected vandalism, cable must be installed in steel conduit or alternatively cables will be routed in areas protected from vandalism exposure.
2.9.5.	All signal cable feeds must be engineered to ensure that losses incurred are within the limits that will allow high system reliability and unimpeded performance. This includes optic fibre line losses to be within the design loss limit prescribed by the transmission equipment manufacturer.
2.9.6.	All cables in the system must be clearly labelled at least at both ends as well as at all splices, with a cable identifier number. This cable identifier number must indicate the source and load devices and must be recorded in a system design drawing that will indicate all pin to pin wiring in the system. This cable label must be a permanent label. Labels must be transparent heat shrink protected.
2.9.7.	All labelling must be printed on permanent ink PVC labels. All printed labels must be black on white with a font size of at least 8mm except for the wall outlets where the font size must be 6mm.
2.9.8.	Labelling must be done as follows:
2.9.9.	Patch / DVR Display or other panels: A, B, C etc: from the top to bottom of the cabinet / DVR or other CCTV equipment. The label will be on the left side of the Patch / DVR Display or other panel.
2.9.10.	Wall Box or other Outlet: GABnn where: G – Indicates the floor on which the cabinet / equipment is situated. A – Indicates the cabinet / display unit number. B – Indicates the patch / DVR display panel Number. nn – Indicates the port number on the patch / DVR display panel.
2.9.11.	The cable will be labelled with the same number at the back of the Patch Panel and at the back of the wall outlet not more than

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	50mm from the termination point/end by means of an SAPS approved method. Oval grip labels will be accepted.
2.10.	<u>INSTALLATION SPECIFICATION</u>
2.10.1.	The System must be installed in accordance with the latest versions of the following, as and when applicable:
2.10.2.	BS EN 50173: Generic Cabling Systems.
2.10.3.	ANSI/TIA/EIA-568-A Building Cabling Systems.
2.10.4.	TIA/EIA-TSB67 Testing of Structured Cabling Systems Designed to ANSI/TIA/EIA-568-A
2.10.5.	ISO/IEC 11801 Premises Cabling Systems.
2.10.6.	EN 50174: Installation of Generic Cabling Systems (When Approved).
2.10.7.	BS 7718 Code of Practice for the Installation of Fibre Optic Cabling.
2.10.8.	BS 6701 Code of Practice for Installation of Apparatus intended for connection to certain telecommunication systems.
2.10.9.	Telecommunications Industry Association Code of Practice for the Installation of Telecommunications Cable Distribution Systems.
2.10.10.	OFTEL General Approvals (GA). (E.g. NS/G/1235/W/100025 [GA25].
2.10.11.	IEE Wiring Regulations (BS 7671).
2.10.12.	Manufacturer's installation and testing documentation.
2.11.	<u>GENERAL CAMERA REQUIREMENTS</u>
2.11.1.	Bidders must offer a range of cameras providing for all the camera types specified, such that the SAPS requirement can be supplied at least according to specification.
2.11.2.	Bidders must provide for outdoor as well as indoor environments, for cameras with interchangeable lenses as well as compact cameras with integrated lenses.
2.11.3.	In each camera installation, the operational requirement will be determined by the SAPS, and the bidder will be required to provide a camera of suitable quality to ensure successful operational performance.

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2.11.4.	Selected priority areas covered by PTZ cameras must be covered by stationary cameras as backup to ensure that a minimum basic coverage of any incident occurring in the area must always be available.
2.11.5.	Pre-sets: PTZ cameras must have the capability to store pre-set positions and pre-set default patrols consisting of a series of pre-set positions and pan/tilt/zoom sequences.
2.11.6.	Camera specifications must allow use of cameras for Automatic Number plate Recognition systems. Where cameras cover roads, the image quality will be engineered to be adequate for the effective use of automatic number plate reading.
2.11.7.	At selected camera sites, a low light or no light capability is required to view incidents at night in all lighting conditions.
2.11.8.	Active infrared illumination systems are required where the infrared light source is mounted with the camera on one mechanism, and where the IR light emitted is matched in radiation pattern to the viewing pattern of the IR camera. Illumination should be adequate to allow effective operation at a range suitable for the planned camera coverage area. Infrared lighting options from short range up to at least 500 meter range are required.
2.11.9.	IR Illumination must be within eye safe levels.
2.11.10.	The operator must be able to select colour day / night camera functions from the operator position in the CCTV control centre via standard camera control telemetry.
2.11.11.	The IR Illumination and IR Camera must be controlled independently.
2.12.	<u>TELEMETRY SYSTEM:</u>
2.12.1.	The telemetry system must make provision for control of the following:
2.12.1.1.	Camera pan, tilt, zoom, focus and iris control as well as all image quality optimization settings provided for in the camera internal software.
2.12.1.2.	Pan and tilt must be variable speed control allowing precise and intuitive control, facilitating easy tracking of suspects or vehicles through a scene.
2.12.1.3.	Selection of a camera must be by means of a graphical user interface that must display a map view of the area. Camera selection must occur by means of mouse cursor or touch screen

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	activation, user friendly and ergonomically refined to optimise operator efficiency and minimise operator fatigue.
2.12.1.4.	Telemetry must also provide facilities to control PTZ camera window washing, wiping, heating, as well as IR Camera selection, IR Illumination control as well as control over all devices and sensors as installed per site.
2.12.1.5.	The telemetry must use a non- <i>Proprietary</i> protocol allowing the <i>Successful bidder(s)</i> to offer cameras to SAPS with full functionality without <i>Proprietary</i> protocols inhibiting SAPS camera selection for the further support and upgrade of the system.
2.13.	The <i>Successful Bidder(s)</i> must be responsible for the following:
2.13.1.	The detailed technical design of the entire system, to enable implementation of the required capabilities as detailed in this specification.
2.13.2.	Sourcing and delivering all required items to build a complete system or identified subsystems.
2.13.3.	Viewing rooms to be established at relevant Stations to enable local viewing and quick response to incidents
2.13.4.	The complete systems integration of all required sub systems. All technical interfacing must comply with good engineering practice.
2.13.5.	Pre installation testing of all sub systems. The <i>Successful Bidder(s)</i> must provide a pre installation test certificate in respect of all equipment to be installed, prior to installation and system commissioning.
2.13.6.	All camera site systems must be prepared, configured and practically set up before installation, such that installation can be accomplished in a minimum time.
2.13.7.	Assist SAPS government property administration staff in the identification and codification process of all durable items to be taken onto government property account before an order is issued.
2.13.8.	The installation of all items supplied in compliance to this specification.
2.13.9.	All required configuration/programming/preparation of all items to be installed such as camera back focus and transmission system levels.

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2.13.10.	The commissioning of the system to full functionality.
2.13.11.	Testing of the system in accordance with the acceptance test procedure (ATP) in order to demonstrate compliance to this specification before system acceptance by the SAPS.
2.13.12.	Provision of a one year post commissioning warrantee service that will keep the system fully functional according to specification such that the system must pass acceptance test procedure at all scheduled acceptance test procedure execution dates.
2.13.13.	The successful bidder must execute the acceptance test procedure during the warrantee support period once every 6 months under supervision of the SAPS and must repair any defect found in these tests immediately. The ATP must thus be executed on three dates evenly spread throughout the one year warrantee period.
2.14.	<u>DOCUMENTATION:</u> The <i>Successful bidder(s)</i> must supply at least the following documentation:
2.14.1.	Technical documentation in hard printed colour and softcopy format: The documentation must contain comprehensive detail including maintenance schedules and detailed procedures, training materials for the training of technicians and a system acceptance test procedure document.
2.14.2.	Compilation and development of an Acceptance Test Procedure document detailing all required procedures to test the system to specification, including all required instrumentation and other test equipment.
2.14.3.	The ATP content must be subject to SAPS project management approval.
2.14.4.	This ATP must be adequately detailed to guide a suitably qualified technician in the full testing of the system for purposes of fault location and compliance certification.
2.14.5.	Operational Documentation: User training manuals and system management manuals to train operators and managers of the system. The documentation must include workbooks and facilitators guides.
2.14.6.	All surveillance staff must be trained to successfully obtain a certificate in CCTV surveillance Skills and Body Language which is approved by the International Security Education Council (ISEC).

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2.15.	<u>TECHNICAL SUPPORT FACILITIES</u>
2.15.1.	The <i>Successful Bidder (s)</i> must have available skilled technical personnel to support all items / systems / solutions offered to the SAPS. CV's of skilled technical personnel must be included in the proposal.
2.15.2.	The <i>Successful bidder(s)</i> may use sub-contractors for this support, but must supply in <i>Bid</i> documents proof of the facility, and the available staff, and the contractual relationship between the bidder and any sub-contractors used to supply this service.
2.15.3.	The <i>Successful bidder(s)</i> must carry a stock of required maintenance spares and reserve equipment to ensure the availability of support for any failure without relying on support from abroad.
2.16.	<u>SYSTEM WARRANTY PERIOD</u>
2.16.1.	The <i>Successful Bidder (s)</i> must provide warranty services: The warranty and maintenance plan of the entire system for a period of at least 3 years after date of systems acceptance (from date of sign-off) per site implemented, with the option of additional 3 years payable by the State.
2.16.2.	The <i>Successful Bidder (s)</i> must be able to provide the services of a technician for the full warranty period.
2.16.3.	Mission Critical MTTR (Mean time to repair)
2.16.4.	Turnaround Time All faults/service requests on hardware and related peripherals to be attended to within 1 (one) hour from the time that the problem is logged on the official problem management tool. The problem must be rectified within one (1) day. This service must be available 24/7, Sundays and public holidays included.
2.16.5.	Priority MTTR (Mean time to repair)
2.16.6.	Operation MTTR (Mean time to repair)
2.17.	<u>GENERAL CAMERA INSTALLATION REQUIREMENTS:</u>
2.17.1.	All general camera installation requirements stated in this document must apply to all categories of cameras except in the case of clauses incompatible with the function of a specific camera.
2.17.2.	All installation items including mounting brackets, cable protection sheaths, poles, camera housings and all items exposed to the environment must be corrosion resistant,

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	manufactured from corrosion resistant metals or where manufactured from steel, the items must be hot dip galvanized to appropriate SANS standard specification.
2.17.3.	Camera support structures supplied must be highly ridged and must allow less than 2% of image width camera movement in high wind speeds at maximum focal length. The camera as installed must withstand winds of up to 100 Km/h and must perform with vibration and camera sway of less than 0.3 degrees at 50 Km/h wind speed.
2.17.4.	All electronic components at outdoor camera sites must be protected from the elements with a housing that complies with IP 67 (at least) as defined by the International Electro-technical Commission (IEC). This housing must also be locked and rugged to protect equipment from tampering. The housing may form part of the camera pole.
2.17.5.	All cables at camera sites must be protected from tampering by being installed inside steel cable conduit or flexible metal cable sheath. Where cameras are mounted on camera poles, the cables must be routed inside the camera pole.
2.17.6.	It must be possible to remove the telemetry and transmission electronics from the equipment shelter by un-plugging the telemetry and transmission systems without de-soldering of connections.
2.17.7.	In the event of telemetry or transmission failure it must be possible to replace the faulty sub system by unplugging the faulty parts, and installing replacement within 1 minute.
2.17.8.	Cameras must be mounted with rapid release mechanisms, allowing easy fast maintenance, including anti-theft devices.
2.17.9.	Mounting brackets must be heavy duty galvanised steel or stainless steel. Samples must be submitted for approval by SAPS prior to installation on site. Therefore said mounting brackets must be durable and address rust problems. The brackets must be rigid and mounted securely to ensure safety, to prevent it from breaking and falling. The safety of cars and pedestrians must be ensured.
2.17.10.	Buildings and environment must be taken into consideration when mounting the cameras, e.g. a historic building should be mounted with a bracket that will not injure the monumental value of view of the building or cause damage to the environment.
2.17.11.	Camera mountings must be adjustable to be able to be rotated 360 degrees around the camera pole in all cases where the

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	camera is not mounted at the highest point and where the camera pole will obstruct the view partially.
2.17.12.	The camera must be spaced at an adequate distance from the pole to ensure that the obstructed view is minimised to below 25 degrees horizontal viewing angle.
2.17.13.	Cameras and all associated electronics must operate to specification in a temperature range of –20 (minus) to 60 (plus) degrees Celsius.
2.17.14.	All camera sites not connected to emergency supply must be powered from the local municipal nominal 230 Volt AC supply, with battery back-up or uninterruptible power supply back-up. Backup power supply of at least 1/2 hour. An 8 Hour backup power capability must be quoted as an option to be available for cases where regular power failure impact on camera availability during the contract period.
2.17.15.	The <i>Successful bidder(s)</i> must evaluate power supply quality in the area and must install power supply systems capable of operating in areas where power grid is overloaded and supply voltages varies outside normal specification.
2.17.16.	The camera and all associated electronics must be protected from over voltage transients. Technical description and comprehensive documentation that defines the transient protection devices and method of implementation of transient protection must be included in the <i>Bid</i> response documentation.
2.17.17.	All camera sites connected to the mains power grid must be isolated from the grid with a transformer. The transformer may be a separate isolation transformer or part of a power supply unit. Lightning protection must be designed to utilise the isolation capacity of the transformer to best effect.
2.17.18.	Lightning protection must also be installed before the input to the transformer such that incoming lightning surges are prevented from exceeding the arc over voltage of the transformer.
2.17.19.	The <i>Bidder</i> must quote for an optional solar power supply system consisting of solar panels, solar regulators and deep cycle batteries as well as all required installation items, including tamper resistant battery shelters, solar panel mounting frames, cabling and equipment housings required to be able to power systems in the complete absence of municipal power feed.

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2.17.20.	Pan tilt and zoom capability must be variable speed with refined reliable control.
2.17.21.	Refined reliable and responsive camera control over pan, tilt, and focus is required.
2.17.22.	A camera must be able to pan or tilt smoothly with a speed adequately low to cause less than ½ image width panning per second with the camera at maximum zoom. Camera pan and tilt must be variable speed with a linear speed control relative to controller activation.
2.17.23.	The control loop latency must be less than 200 milliseconds. The latency must be the time between mechanically activating pan in the control centre until panning of the image on the control centre display begins. When a camera is panning in one direction, and the control centre control is reversed, the display must reverse direction within 200 milliseconds. In addition to the response of “Comply” or “Do not comply” the bidder shall indicate the control loop latency offered and shall indicate this value in milliseconds.
2.17.24.	Cameras must be resistant to condensation inside the camera housing by being either sealed against moisture or by being equipped with heating and blowing facilities.
2.17.25.	Light intensities in illuminated areas at night are generally at a level of 0.1 Lux and below. Cameras are required to operate effectively at this low light level. The sensitivity of cameras will be critically evaluated and where camera performance is found to be inadequate in the opinion of the SAPS such offer will be rejected. The measurement of camera performance as well as practical evaluation in the field will be used to evaluate this requirement. A signal to noise ratio of at least 55 dB under these conditions is required. The sensitivity of cameras will be evaluated in combination with signal to noise ratio requirements.
2.17.26.	Cameras must have well developed image quality enhancement capability including wide dynamic range, back light compensation and must be equipped with internal digital signal processing for image quality optimization.
2.17.27.	Camera and mechanical devices (PTZ) reliability must exceed a mean time between failures (MTBF) of 10000 hours. Please state in response the MTBF figure offered.
2.17.28.	PTZ and Dome Cameras must have privacy zone protection capability under password control.

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2.17.29.	The cameras must have more than 30 privacy zone ability with a flexible privacy zone shape and size wherever SAPS cameras view private residences.
2.17.30.	Maintenance and repair components for all cameras offered must be available from the <i>Successful bidder(s)</i> for a minimum of ten years after date of delivery. A complete spares inventory with current spares prices and recommended spares list anticipated to be fast moving items must be included in <i>Bid</i> documents as optional RFB items.
2.18.	<u>TELEMETRY FOR CAMERA CONTROL:</u>
2.18.1.	Camera control telemetry must be an open protocol supported by multiple control systems manufacturers.
2.18.2.	The telemetry systems must make provision for control of the cameras, pan, tilt, zoom and focus facilities as required in the Camera Equipment section as well as the ability to switch to additional low light cameras and active infrared illumination at sites where such facilities are required.
2.19.	<u>GENERAL WIRELESS NETWORK REQUIREMENTS</u>
2.19.1.	The microwave equipment must radiate at a power level below 0.4 m W/cm ² such that no RF hazard condition will exist in the antenna path.
2.19.2.	Rapid deployment cameras are required that will have to be connected via wireless technology.
2.19.3.	The <i>Successful Bidder (s)</i> must identify microwave deployment high sites for reception of signals from the rapid deployment camera equipment when these are deployed at sites in the project area.
2.19.4.	Microwave spectrum required: Microwave options offered must be selected to match the South African Band Plan as announced by ICASA in Government Gazette no 26584 of 15 July 2004 or the latest version of the South African Band Plan valid at the time of bid submission.
2.19.5.	Bands identified to date for such services are 10 Gigahertz band 10 channels of 14 MHz each, 31.5 Gigahertz to 31.8 Gigahertz and 58 Gigahertz high density fixed services allocations. Equipment offered must be consulted by the <i>Bidder (s)</i> with ICASA regarding allocated band within the South African Band Plan and type approval specifications imposed by ICASA in accordance with the ICASA act as amended.

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2.19.6.	<i>Bids</i> for equipment in other bands can be considered provided that such offers are consulted with <i>ICASA</i> regarding available spectrum for the purpose. Where such options are offered the <i>Bid</i> must be accompanied with the written reply from <i>ICASA</i> indicating the acceptability of the spectrum requirements of the equipment offered. (As example the video feed to other police office may be provided by broad band IP radio on any of the bands identified by <i>ICASA</i> for such equipment).
2.20.	<u>ACTIVE SURVEILLANCE MICROWAVE TRANSMISSION</u>
2.20.1.	<u>TRANSMISSION NETWORK OVERVIEW</u>
2.20.2.	The <i>Bidder</i> must quote in this contract for a full range of microwave link radio products to be able to build fully functional systems operating solely on microwave, as well as all required equipment and associated installation materials to supply and install fully functional systems based on optic fibre transmission. The <i>Successful bidder(s)</i> must also be able to build hybrid networks, part microwave and part optic fibre based.
2.20.3.	The microwave radios must be designed and built to be suitable for CCTV transmission and must be available in a range of radios able to carry any number from 1 to approximately 20 video feeds on a single link. The microwave radios used must be able to be implemented in a multiple star network topology, enabling the SAPS to deploy high camera density systems with up to 200 cameras per square kilometre.
2.20.4.	The microwave system offered must specifically provide low latency transmission of high quality video transmission with high reliability.
2.20.5.	A range of microwave links and antennas must be quoted to cater for links with path lengths varying from below 1 km to a maximum path length of at least 60 Km.
2.20.6.	Microwave Links must be engineered for 99.999 % availability in local weather conditions.
2.20.7.	Antennas must be solid parabolic dishes with complete mounting hardware suitable for use in corrosive environments.
2.20.8.	The video quality must meet or exceed EIA RS 250 C for medium-haul performance with better than 60 dB signal to noise ratio, differential phase of less than 1.3 degrees and differential gain of better than 5% where any analogue video signals are carried and must deliver digital video signals with a low error rate such that image data will be fully retained.

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2.20.9.	The microwave equipment must be developed with high performance long term stability to require no regular maintenance for periods up to at least 10 years.
2.20.10.	High reliability. Transmission systems must be highly reliable. On average, less than one failure per 10 links may occur in a period of four years. This translates to a MTBF of at least 350 000 Hr.
2.20.11.	The transmission system must deliver signal without any user detectable delay. Telemetry for camera control, camera response and the resultant video image feedback to the operator must thus occur without any user detectable latency. (Delayed response to user input).
2.20.12.	Transmission systems must be selected to minimize required maintenance and other costs.
2.20.13.	The transmission system must carry video from the camera sites to the control facility as well as control telemetry to the camera sites.
2.21.	The transmission network must provide for the following services:
2.21.1.	Firewall connectivity to make provision for viewing of Municipality CCTV feeds and Business Against Crime CCTV Eyes and Ears (E2)
2.21.2.	Secure Video and audio transmission from all sites.
2.21.3.	Secure Data transmission to all sites for inter alia camera control telemetry.
2.21.4.	Secure Video and data connection to rapid deployment of inter alia camera / video / data and voice systems.
2.22.	<u>TESTING OF EQUIPMENT:</u>
2.22.1.	<u>PURPOSE AND SCOPE OF CAMERA EVALUATION:</u>
2.22.1.1.	The SAPS requires cameras suitable for demanding environments and <i>Bidders</i> need to satisfy the SAPS in a structured practical demonstration that the offered cameras and associated equipment is suitable for demanding applications.
2.22.1.2.	The SAPS is committed to procure the best of class equipment in order to ensure efficiency in these systems. Products will however not be rejected based on minor deficiencies identified. The purpose of practical evaluation is to identify deficiencies that would materially impact on the operational performance of the

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	systems. Such deficiencies will be grounds for the department to reject an offer or any part thereof.
2.22.1.3.	Deficiencies impacting on operational performance of the system must be deficiencies that would be important in the view of a professional qualified person such as a scientist or engineer consulted by the SAPS for opinion in this regard. The SAPS reserves the right to accept guidance from any such expert from within the CCTV industry, broadcast industry, from universities, police scientific officers local and abroad and other sources of scientific and engineering information such as the CSIR etc.
2.22.1.4.	The SAPS needs to establish with reasonable certainty that products procured can viably be sustained over extended periods and thus require <i>Short Listed Bidders</i> to demonstrate procedures for disassembly, maintenance and repair of equipment. This specifically applies to mechanical devices such as PTZ mechanisms in independent PTZ heads or as part of dome cameras.
2.23.	<u>SAPS TEST AND EVALUATION METHODOLOGY</u>
2.23.1.	The SAPS will use a combination of measured and operational simulation evaluation mechanisms, measuring some parameters with instruments and subjecting some parameters to the evaluation of a selected sample of observers to arrive at a conclusion. Operational simulation evaluation means an evaluation based on the relative quality of images or other performance parameters relevant to system performance and that would impact on system efficiency as tested against the observation and opinion of a structured team of observers.
2.23.2.	The evaluation of the SAPS will be based on operational environment simulation, re-creating operational conditions and if deemed necessary placing cameras in real world operational environments to ensure realistic evaluation of equipment. The evaluation will include practical implementation issues such as the user friendliness of camera configuration procedures and associated items.
2.23.3.	The approach will be pragmatic and practical. Cameras will not be eliminated based on marginal measurements, but will be eliminated if substantial performance deficiencies or practical implementation obstacles are detected.
2.23.4.	The SAPS will schedule evaluation sessions as dictated by the practical circumstances at evaluation time, based on the numbers of cameras to be evaluated. The SAPS will schedule a session per camera category, with the possibility of clustering

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	similar camera categories such as general purpose Static and PTZ as the cameras used are likely to be similar/identical.
2.23.5.	Note must be taken that SAPS work in robust environments and that the solution must be of such a nature that it can withstand it, e.g. the brackets and operating mechanisms of the satellite on top of a vehicle must be of such a nature that it will at least withstand the use of it on a gravel road.
2.23.6.	Sample of cameras offered
2.23.7.	Short Listed Bidder(s) must have available a sample of each camera offered under this RFB to be delivered at a location for evaluation selected by the SAPS within the boundaries of the KZN province. The location will be communicated to short listed bidders during the evaluation period.
2.23.8.	The sample camera must be fully functional for evaluation purposes and must be provided by the Short Listed Bidder(s) complete as described below:
2.23.9.	The camera must be mounted on a portable photographic tripod that must be approximately 1.2 meter high.
2.23.10.	The camera must be fitted with a fully functional zoom lens for use at ranges from at least 10 meter to 500 meter or more.
2.23.11.	For the Stations Identified area public places surveillance project cameras are required to function up to 500 meter operational range. Bidders must set up a sample camera of 1080p full high definition standard with a vertical angle of view that will be able to zoom to such focal length that a 1.8 meter target at 500meter from the camera must fill the screen height at least 98%. This will equate nominally to a vertical angle of view of 0.2 degrees achieved by a lens of approximately 1000 mm focal length.
2.23.12.	Zoom Range: All visual light cameras that are supplied for target distances of 100 Meter and beyond must zoom from a horizontal angle of view of at least 30degrees to an angle of view compliant to the maximum target range requirement. This is to enable short range surveillance on the same camera.
2.23.13.	This camera must be mounted on a pan tilt head as per specification with a pre-positioning accuracy of 0.02 degrees. The pan tilt head must be mounted on a transportable demonstration structure with adequate structural stability for the bidder to demonstrate performance according to specification. The demonstration camera must be connected to the viewing

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	station with a wireless link. The camera control telemetry and video feed will both pass via the wireless link.
2.23.14.	The demonstration camera must be evaluated for all image quality parameters as well as for control loop latency. Offers where the control loop latency is beyond 220 m on this single link must be disqualified.
2.23.15.	Any required control system needed for camera configuration or camera use must be available, set up and ready to use with the camera.
2.23.16.	The sample must include a monitor that will exceed the camera performance and where performance deficiencies will not be ascribed by the bidder as deficiencies of the monitor.
2.23.17.	Power supplies to power the camera, bidder(s) monitor and associated equipment inclusive of the network equipment.
2.23.18.	The bidder(s) must provide all required interconnection cables necessary for the evaluation.
2.23.19.	The control electronics, possible required PTZ drives and related components must be neatly installed in equipment housing with all cables and wires required terminated in plugs and sockets. On site soldering delays will not be allowed.
2.23.20.	The efficiency of the bidder(s) to set up for demonstration and evaluation must be an evaluation of the capacity of the bidder to deliver on time and to specification.
2.23.21.	Each bidder must have a maximum of two technically qualified technicians present to set up for evaluation.
2.23.22.	These technicians must set up the camera and associated equipment for evaluation.
2.23.23.	The technicians must demonstrate any required parameter as instructed by the evaluation team and must provide any required technical data needed for evaluation purposes.
2.23.24.	The technicians must in no way pass comment on the equipment of another bidder and must in no way attempt to discredit any other bidder.
2.23.25.	The technicians may be required to demonstrate maintenance and set-up procedures to confirm maintainability and support ability of the products on offer.
2.23.26.	Parameters to be evaluated: Parameters evaluated will in part be based on the parameters

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	described in IEC 61146-part 1. Note that parameters are not measured to laboratory standards, but evaluation will systematically investigate performance guided by the IEC document as well as practical operational performance and implementation issues.
2.23.27.	The parameters to be evaluated and that the bidder will demonstrate when required will include but may not be limited to the following:
2.23.27.1.	Luminance Sensitivity.
2.23.27.2.	Luminance Resolution. (TV Line Resolution)
2.23.27.3.	Luminance Signal to noise ratio
2.23.27.4.	Luminance dynamic range.
2.23.27.5.	Colour reproduction.
2.23.27.6.	Linearity of luminance response
2.23.28.	Auto iris control response.
2.23.29.	Any other technical parameter that may impact operational suitability of the camera under evaluation.
2.23.30.	Pan and tilt control mechanism slow speed smoothness and maintainability.
2.23.31.	Digital processing induced latency.
2.23.32.	Simplicity and user friendliness of setup of camera functions and configuration.
2.23.33.	Digital (Internet Protocol) cameras will be evaluated in the same evaluation process, and the performance will be judged against the quality of performance produced in the display.
2.23.34.	The SAPS will reject any camera for use where the SAPS find the camera unsuitable for use in the SAPS evaluation during the bid process or during quality assurance evaluation in project delivery.
2.24.	The CCTV system must be fully developed to support the following operational process:
2.25.	The system must be optimised from end to end to serve its main purpose of transferring quality evidence from the crime scene to the court room.

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2.26.	The functions of the SAPS include the prevention as well as the investigation of crime. This system must be optimised to serve both these objectives by empowering police to respond timely to prevent eminent crime, but also to deliver damning evidence in cases where crime could not be averted. Jointly these actions must enhance the safety of the community efficiently.
2.27.	<u>AUTOMATED OPERATIONS:</u>
2.27.1.	All cameras must deliver full rate and full resolution image streaming of near uncompressed quality. All image streams must at all times be monitored by image and motion analysis software that will generate alarms when circumstances of operational interest occur in the image streams. The registration number plates of wanted vehicles being readable in the images streamed must result in an alarm that will bring this to the attention of the operators. The system must also check all image streams for faces of wanted suspects as well as the faces of persons of interest. This will occur with all cameras not under immediate control of operators while these cameras will be executing automated default patrol sequences of pan tilt zoom operations ensuring systematic optimization of surveillance coverage.
2.27.2.	The bidder must in the bid document present a development plan for software to generate alarm when image streams contain presence of firearms being handled or where scuffles are occurring.
2.27.3.	This software development plan must be offered as an option for SAPS to consider at a later stage when significant image data of incidents of this nature may be on record from surveillance gathered by the system. The bidder must during the period of support of the system provide expert advice to SAPS on the opportunities to enhance the system through new intelligent image and motion analytics. Par 15 of the General Conditions of Contract regarding new technology is highlighted in this regard.
2.28.	<u>MANUAL OPERATIONS:</u>
2.28.1.	Operators must have ergonomically optimised efficient control over cameras selected for targeted active surveillance of areas of interest.
2.28.2.	Camera selection and operation must be guided by a refined graphical user interface (GUI) that will be optimised to ensure that operators are efficiently oriented regarding the positions of cameras as well as the positions of incidents under surveillance.

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2.28.3.	The system must have a facility to assist operators to plot the position of an incident under surveillance on a map in the GUI such that dispatch of response personnel will be simplified.
2.28.4.	Operators must have refined control over pan tilt and zoom of cameras. The control loop latency defined as the period starting when a control input such as a pan instruction is made in the control room until the resultant camera motion manifests in the associated image display in the control room. This control loop latency must not exceed 220 milliseconds. The bidder must in the response to this clause, indicate the control loop latency that he/she is willing commit too contractually, in writing and must indicate this offered control loop latency in the unit milliseconds.
2.28.5.	The control loop latency must apply to all camera parameters that can be controlled remotely and must include at least pan, tilt, zoom, iris, focus, camera selection or thermal angle of view selection and infrared light activation.
2.28.6.	All full rate image streams must be recorded at full quality and retained for a period determined by SAPS before automatically being written over by new data.
2.28.7.	All recordings that contain alarm conditions or selected and marked by operators as potential evidence must be transferred to an interim evidence archive. The interim evidence archive content must be reviewed by operators and specific evidence be further transferred to long term archive and off site backup storage. Clearing of storage space in the interim evidence archive will only be done when backup and long term archiving of evidence is confirmed and certified.
2.28.8.	Evidence replay versions must be provided to investigating officers as well as to legal counsel for defence as per normal investigation and court process. Evidence replay versions must be provided by the system as data files with replay software embedded such that no special software will be required to replay evidence. The embedded replay software will also check and certify evidence as unedited versions of data as recorded by the system. This replay software will be optimised in terms of simplicity of use and must be the termination point of the system where evidence is presented in court.
2.29.	<u>CCTV OPERATOR GRAPHIC USER INTERFACE (GUI):</u>
2.29.1.	All users must access the system via a user friendly graphic user interface (GUI).

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2.29.2.	The graphic user interface must be password protected and provide user priority level control.
2.29.3.	The GUI must clearly indicate all camera positions on a map of the area.
2.29.4.	Users must be able to select a camera for use with a single mouse click on the camera icon on the map.
2.29.5.	Image feed from a selected camera must immediately be displayed on a spot monitor at full native resolution and low latency on the desk of the operator that selected the camera.
2.29.6.	The operator must have immediate low latency control over the camera functions including pan, tilt, zoom and other image optimizing capability such as manual focus override, IR illumination control and any other such camera facilities available in the system.
2.29.7.	The GUI must have facilities to allow users access to instant replay of video footage to investigate recent events.
2.29.8.	The GUI must provide a time line display to enable users to navigate the database of video material in the system.
2.29.9.	The GUI must enable time synchronized replay of multiple cameras on one display or on the video wall to enable rapid analysis of events.
2.29.10.	The GUI must enable the user to create groups of cameras for selection based on logical selection of cameras such that groups of adjacent or related cameras can be selected for analysis freely throughout the complete system.
2.29.11.	The GUI must also serve as user interface to the various image analytic functions such as number plate recognition systems as well as facial recognition systems.
2.29.12.	The GUI must enable the user to build a database of number plates of vehicles and faces of persons that are to be identified by the system automatically.
2.29.13.	The user must be able to import the faces of wanted persons into the database of wanted faces that must be developed and maintained in the system.
2.29.14.	The GUI must provide access to and control over database mining facilities such as a capability to search for a face or vehicle number plate or an object on historic video data that was

<u>DESCRIPTION OF REQUIREMENT</u>	
	recorded prior to the identification of the face or number plate or object as being of interest to the police.
2.30.	<u>VIDEO WALL</u>
2.30.1.	The control room must be equipped with a video wall.
2.30.2.	The video wall must enable full native resolution view of cameras in use and must thus consist of display modules of at least 1920 x 1080 pixels (full high definition) resolution.
2.30.3.	The video wall modules used must be LED backlit DLP rear projection displays with no bezel.
2.30.4.	The video display wall image layout configuration must be flexible, allowing for operational customization.
2.30.5.	The video wall must be specifically developed for 24/7/365 application and designed for a life expectancy of at least 10 years.
2.30.6.	The video wall must auto calibrate white balance and brightness levels such that the display properties of the separate modules are matched even when repair and maintenance results in light sources with varying ages being used in the same video wall.
2.30.7.	The video wall controller must be fully redundant such that no single failure of equipment would render the full wall inoperable.
2.30.8.	The video wall must be at least 5 display modules high x 10 display modules wide of full high-definition resolution each. The modules must have an aspect ratio of 16x9. The display modules must measure approximately 88cm diagonally.
2.30.9.	Video wall functionality 2x2 screen, including viewing and playback of cameras within the relevant police station areas.
2.30.10.	The video wall system must include a graphic user interface for video wall setup and control.
2.30.11.	The display wall modules must cover approximately 10.5 meter of the front wall of the control room.
2.30.12.	The display modules must have no bezels.
2.31.	<u>CAMERA OUTDOOR 500 METER RANGE VISUAL AND INFRARED LIGHT CAPABLE</u>
2.31.1.	The camera must be complete with PTZ head, capable of carrying both the camera as well as active IR illuminators. PTZ must be capable of slow smooth operation with remote control

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	engineered to enable tracking of a target. The camera must provide 100% Rotakin at 500 Meter from the camera.
2.31.2.	The camera must deliver full high definition resolution (1920 by 1080) at an image rate of 25 images per second. The camera must deliver a full HD colour image during daylight hours and must deliver an HD monochrome image when light levels fall below colour performance levels.
2.31.3.	The camera must comply with general camera performance requirements. SAPS must only consider cameras that pass the SAPS camera practical evaluation. Please see the SAPS Camera Evaluation Process in this specification.
2.32.	<u>HIGH RESOLUTION STATIC CAMERA</u>
2.32.1.	The camera must have a resolution of at least 8 mega pixel and must deliver an image rate of at least 6 images per second at full resolution.
2.32.2.	The camera must provide full colour reproduction in daylight and night (even if there is power failure the camera must have the night sight capability full colour images) and must provide a shutter speed consistent with a Rotakin motion smear level better than 6 on the Rotakin target at a scene illumination level of 250 lux.
2.32.3.	At a level below 250 lux the camera must switch to infrared sensitive monochrome mode and must be assisted by active infrared light illumination installed in the same environment such that full motion clear image capture continues even when all lighting other than the infrared lighting falls below workable level. These cameras must be installed static to monitor areas where crowds regularly occur at places such as railway stations, sites where taxis congregate, busy streets and the like. The purpose is to be able to record actions of persons in a crowd where live monitoring by operators is impeded by information overload.
2.32.4.	The camera must be fitted with a manual zoom lens covering angles of view from approximately 60degrees to approximately 10 degrees horizontal.
2.32.5.	The camera must have an aspect ratio of 4/3 and must have a sensor size of such dimensions that the lens circle of confusion also known as disk of confusion, circle of indistinctness, blur circle, or blur spot must be smaller than a pixel. The lens must be of a quality equivalent to a high quality digital single lens reflex camera lens. The SAPS will test this camera with a Rotakin test target at 25% of image height and will require full Rotakin performance in daylight as well as in infrared assisted

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	mode. Colour performance will be evaluated in daylight and nightlight conditions.
2.33.	<u>THERMAL CAMERA REQUIREMENT.</u>
2.33.1.	A thermal camera is required that is able to switch between two viewing angles. The camera must switch between a wide viewing angle where the angle of viewing is selected to provide an overview of an area and a narrow angle of view enabling the user to inspect activities of persons at a longer range. There must be one version of the thermal camera to operate at ranges up to 500 Meters.
2.33.2.	For both thermal cameras the resolution at both viewing angles must be at least 640 x 480 pixels.
2.33.3.	The thermal cameras must all have Un-cooled sensors with a thermal sensitivity equal to or better than 50 m Kelvin. The thermal cameras must operate in the spectral range of approximately 8 to 15 μm wavelength.
2.33.4.	The thermal cameras must deliver a frame rate of at least 12 frames per second and deliver IP image streams at least in both H264 and Mjpeg compression, either one or both formats simultaneously.
2.33.5.	Must provide two angles of view with full sensor resolution of nominally 20 degrees and 5 degrees horizontal angle of view operator selectable.
2.34.	<u>AUTOMATIC NUMBER PLATE RECOGNITION AND VEHICLE MONITORING CAMERA.</u>
2.34.1.	<u>Operational requirement:</u> The installation purpose is to provide a record of all vehicles passing an entrance/exit from the SAPS station service area. The camera installation should provide a record of all vehicle registration plates, image of the vehicle to identify make and model as well as description of occupants, including recognition quality of faces exposed to the camera view.
2.34.2.	The camera installation must function in both daylight and at night.
2.34.3.	<u>Description:</u> The cameras must be at least 10 megapixels with a horizontal angle of view to cover the two lanes plus pavements of the road in one direction. The installation must be duplicated such that both directions of the road must be covered.

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2.34.4.	The camera must be a day/night camera with monochrome functioning in low light.
2.34.5.	The camera must operate at 25 frames per second and must stream to the control centre. Image analytics must identify when vehicles are in view and only images including vehicles must be stored.
2.34.6.	The camera must be installed on a steel structure over the centreline of the road such that both lanes are covered with an effective frontal view of vehicles passing underneath.
2.34.7.	The optimal camera focus must be set at a distance of approximately 25 metres from the camera such that the camera angle of view will effectively cover also the face of the driver and other occupant of the front seats.
2.34.8.	The camera must have an aspect ratio of approximately 4/3.
2.34.9.	<u>Day time operation:</u>
2.34.10.	The camera must provide full colour images in daytime with a high sensor sensitivity such that a shutter speed above 1/1000 of a second is sustained in daylight overcast conditions. An estimated sensor sensitivity of higher than ISO 10 000 is required.
2.34.11.	<u>Low light and Night Time operation:</u>
2.34.12.	Whenever the daylight decays to the point where 1/1000 second shutter is no longer possible with existing light the system must switch to Night Colour operation.
2.34.13.	There must be high power infrared illuminators installed with the camera on the same support structure. The power of the IR illuminators and camera colour sensitivity must be such that a shutter speed of at least 1/1000 second must be achieved in dark conditions.
2.34.14.	The camera and IR flash must be capable of 25 frames per second continuous duty operation.
2.35.	<u>WASHER WIPER SYSTEMS:</u>
2.35.1.	All cameras must be installed with washer and wiper systems.
2.35.2.	The washer and wiper systems must have water tanks with at least 20 litre capacity and water pumps and spray jets to clean the camera lens shielding glasses.

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2.35.3.	The spray jets must deliver water with a pressure and volume similar to that of a motor vehicle windscreen washer.
2.35.4.	The washer and wiper systems must be controlled from the control centre.
2.36.	CAMERA SITE TAMPER ALARMS:
2.36.1.	Each camera pole must be fitted with tamper alarm sensors that will be installed in a manner that must reduce false alarms but must alarm on a tampering attempt prior to damage occurring to the equipment.
2.36.2.	The tamper protection must consist of a physical barrier mounted at 4 meters from ground level around the camera pole and a sensor that must sense the presence of a person at or above the physical barrier.
2.36.3.	When a tamper alarm is activated the alarm must produce an audible and visual alarm in the control centre clearly indicating on a map the position of the camera installation where the alarm was activated.
2.36.4.	For the ANPR vehicle monitoring cameras the bidder must provide ruggedized installation with vandal and tamper resistant camera and equipment housing, including tamper alarm facilities.
2.37.	IMAGE ANALYTICS AT THE CAMERA SITE:
2.37.1.	The bidder must provide an image and video analytics capability that must be installed at the camera site that must provide the following software functions:
2.37.1.1.	Number plate identification.
2.37.1.2.	Facial recognition.
2.37.1.3.	Target Tracking: Automated control of the pan, tilt and zoom function based on image content such that automatic target tracking of a face, a person or a vehicle must be implemented to that extent that the image content enables such facility.
2.37.1.4.	Firearm Detection and tracking: The image analytics must contain a database of firearm images and human postures and actions normally occurring during firearm incidents. The system must automatically detect probable firearm incidents and generate alarm in the control centre when such a potential incident is detected.

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2.37.1.4.1.	The firearm detection facility may not be available at present and the successful bidder must be allowed 12 months development period before implementation of this capability.
2.37.2.	The image analytics hardware at the camera site must be a local computer with processing power at least equivalent to a Core I 7 system.
2.38.	CAMERA TOWERS:
2.38.1.	The camera sites must be equipped with installed camera towers of a height of approximately 48 metres. Where camera towers were installed but later removed and the tower bases are found serviceable at the time of site visit, the tower must be replaced with a tower of the same design as the original such that the base can be re-used.
2.38.2.	Where camera installations are required and there is no base or existing tower, the bidder must provide and install towers of the same functional specification as the existing towers in terms of tower height, rigidity and load capacity.
2.38.3.	During installation all ladders fitted to the existing towers must be removed and stored. In order to reduce risk of tampering, all camera installation and maintenance must be done with a cherry picker that must only visit a camera site when work is required.
2.39.	PAN TILT HEADS:
2.39.1.	All camera installations other than the specific special static cameras must be installed on high precision pan tilt heads of the following specification:
2.39.2.	The camera housing must have a sun shield spaced above the housing to reduce camera temperature during daylight. The sun shield must extend over the front window to protect the camera from direct sunlight without obstructing the camera view. This is applicable to all out-door mounted cameras.
2.39.3.	The pan tilt head must be continuous rotation type with all camera connection cabling, video, focus and zoom control cables fed through the pan tilt head.
2.39.4.	The pan tilt head must have a pre-positioning accuracy of better than 0.02 degrees and must retain its pre-positioning accuracy over a period of at least five years of use at a duty cycle of at least 50%.
2.39.5.	The pan tilt camera assembly must be constructed such that the centre of gravity of the moving assembly must be within 30 mm from the rotational centre of the assembly. The camera must

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	thus remain close to balance even when tilted close to 90 degrees up or down.
2.39.6.	The pan tilt head must have a payload rating of at least 20% higher than the maximum load installed on the head.
2.39.7.	The pan tilt head must use positional measurement of its mechanical output, and must thus provide pre and re-positioning of high accuracy independent of gear wear over a life expectancy of more than five years.
2.39.8.	The <i>Bidder</i> must quote for AC as well as DC powered versions or equivalents for each pan tilt head offered.
2.40.	PUBLIC ADDRESS SYSTEM:
2.40.1.	The bidder must provide a public address system option that will consist of the following:
2.40.2.	A Pole mounted unit that includes a weather resistant loudspeaker with an audio response flat to within 8 dB over the standard telecoms voice band of 300 Hz to 2.5 KHz to reproduce the voice of an operator in the control centre in cases where SAPS elects to make public announcements on the system.
2.40.3.	The pole mounted unit will have a minimum acoustic output of at least 83 dB Acoustic Sound Pressure Level at 50 meter from the unit with less than 10% distortion over the specified audio band.
2.40.4.	A control unit in the control centre to transmit voice to the pole mounted units consisting of a microphone and all other electronics to enable an operator to make announcements on a single or multiple pole mounted units.
2.40.5.	The system must be expandable to allow SAPS at any stage to expand the users to all operators in the control room when required. Initial installation must be a single operator station with the control room supervisor.
2.41.	CHERRY PICKER TRAILER:
2.41.1.	The bidder must provide one cherry picker mounted on a trailer that must be supplied to SAPS for use in the support of the system. The cherry picker trailer must be supplied and must be the property of SAPS for the use of SAPS personnel in the inspection of the installed system and must be in addition to any other such equipment that the bidder must have for his own use in the project.

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2.41.2.	The cherry picker must reach the height of all cameras as well as all other systems installed on the camera towers.
2.41.3.	The cherry picker must carry a minimum of two persons with a weight of 110 Kg each safely up to full height of the equipment used in the system.
2.41.4.	Training must be provided to SAPS users of the cherry picker to the extent that users must be competent in the safe use of the cherry picker.
2.41.5.	The cherry picker operators will be assessed and certified competent to operate and be issued with an operator's license.
2.42.	POLE AND TOWER REQUIREMENTS
2.42.1.	The bidder must supply and install a lattice telecommunications tower with a minimum height of 48 meters placed adjacent to the server room/electronic equipment room outside wall to carry the microwave antennas of the transmission network.
2.42.2.	It must be the responsibility of the <i>Successful bidder(s)</i> to obtain the services of a registered engineer to certify that the poles installed and masts built meets all structural, installation, and erection and safety requirements and to ensure that the maximum stability is achieved for secure and reliable microwave systems and camera operation including appropriate safety margin and site specific reserve capacity.
2.42.3.	The self-supporting tower quoted for must be self-supporting tapered tower type and not be held and secured in position with the aid of any guy cables.
2.42.4.	The mast must be a three leg construction for the total height of the mast and with angle iron side rails and bracing, designed in accordance with sound engineering practice by a suitably qualified professional structural engineer, and must be bolted together to facilitate erection in a confined space.
2.42.5.	The mast structure must be built entirely from angle iron with no tubular sections to ensure inspect-ability of all parts. This is required to ensure that corrosion of any part can be detected and treated to ensure long tower life.
2.42.6.	The tower structure must be designed for a life expectancy of at least 50 years.
2.42.7.	The complete mast including all bolts, nuts and straps must be hot dip galvanized according to SANS 32 of 1997 and SANS 121 of 2000.

DESCRIPTION OF REQUIREMENT	
2.42.8.	No dissimilar metals may be used for the mast.
2.42.9.	The mast must be provided with navigational lighting according to Civic Aviation Authority requirements.
2.42.10.	The mast must be supplied complete with a concrete foundation, earth installation and lighting protection of which details are furnished below. The <i>Successful Bidder (s)</i> is required to visit the site and determine the required placement of the base as well as all required digging to be done.
2.42.11.	The mast must be able to accommodate at its top a total flat plate area of the antenna of not less than 20 square meters.
2.42.12.	The minimum wind load of the mast must be calculated in accordance with SANS 0160 of 1989 as amended. The tower structures must be suitable for installation anywhere in South Africa and must thus be designed for worst case South African weather conditions.
2.42.13.	The top of the mast must taper into a triangular top and be provided with a rod section of approximately 500 mm which must accommodate the bottom portion of a lighting terminal
2.42.14.	The mast foundation must be formed with a slightly higher level in the centre to prevent water from accumulating on the surface and must be laid with the base plate to accommodate bolts, all which the <i>Successful Bidder (s)</i> must supply and to which the mast must be secured.
2.42.15.	Earth rods must be copper-clad steel, solid copper, hot-dipped galvanized steel, or stainless steel. The rods must have minimum length of 2.5m and minimum diameter of 15cm.
2.42.16.	The method of bonding earthing conductors to earth rods must be compatible with the types of metals being bonded.
2.42.17.	Earth rods must be installed not more than 4.5 m apart (or twice the length of the rods) and not less than 1.8m apart.
2.42.18.	The earthing system must achieve a resistance of three (3) ohms or less on each site.
2.42.19.	Earth rods must be buried to a minimum depth of 0.75m
2.42.20.	All external earthing conductors must be bare tinned or stranded 35mm square or larger copper ware.

DESCRIPTION OF REQUIREMENT	
2.42.21.	Earthling conductors must be run as short, straight, and smooth as possible, with the fewest possible number of bends and curves.
2.42.22.	Sharp bends must be avoided and a minimum bending radius of 20cm must be maintained.
2.42.23.	The tower must be encircled by an earthling ring at least 1m from the foundation.
2.42.24.	This earthling ring must be joined at least on the points using 35mm square minimum bare tinned copper conductor.
2.42.25.	Earthling ring must be installed at a depth of at least 75cm below the earth" surface and must consists of stranded tinned copper conductor not smaller than 35mm square.
2.42.26.	The top of the mast must taper into a triangular top and be provided with a rod section of approximately 500 mm which must accommodate the bottom portion of a lighting terminal. [No mast ending off into an open cut-off flat "section" will be accepted].
2.42.27.	An air terminal must be supplied at the top of the mast which must be 15mm in diameter and 3 000mm in length.
2.42.28.	A copper down conductor must be securely attached to the air terminal either by means of bolt and nuts or by a chem-weld process and must run down the mast along one of the three legs to the ground level. The particular leg must be so selected that the distance between the leg and the earth terminal must be minimal.
2.42.29.	At the ground level the earth conductor must be securely attached to the earth terminal by means of proper size bolts and nuts.
2.42.30.	The earth down conductor must follow the shortest route from the top of the mast and sharp bends or any loops in the conductor must be avoided. The conductor must be securely attached to the mast leg by means of metal straps at interval not exceeding 500 mm.
2.42.31.	A cable support structure must be installed flat and vertically in the centre of one of the three sides of the mast (the side facing the equipment building) from the top of the mast where the position of the highest antenna will be, down the mast to a position where it must meet with similar horizontal support structure between the mast and the building.

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2.42.32.	The cable support structure must be securely attached to the mast at regular intervals by means of bolts and nuts. The cable support structure, bolts and nuts must all be galvanized to the same standard as the mast.
2.42.33.	A cable tray must be installed between the mast (meeting the cable support structure on the mast as called for above) and the equipment building to support all antenna feeder cables along this route. (Self- supporting- not touching the mast)
2.42.34.	The <i>Successful Bidder</i> (s) must ensure that all cable trays are securely and sufficiently connected to the same site earth point.
3.	SUMMARY OF DELIVERABLES:
3.1.	The project is a turnkey project and all deliverables tabulated must be provided and priced in the SCHEDULING OF ITEMS - APPENDIX A Part 1 to APPENDIX A Part 3.
4.2.	The project is a turnkey project and where further items are necessary in the opinion of the bidder further to the items indicated in the table of deliverables, the bidder must offer such items but must provide comprehensive motivation as to the reason for such items. The items offered may not expand the functional scope of the project.

SCOPE OF THE REQUIREMENT

This specification is issued with a primary specification calling for an electronic product where the primary specification calls for supply, delivery, installation and commissioning of a product for a period. This specification call for the supply of maintenance services, components and accessories required for the maintenance and support of the product procured under the primary contract. After the warranty period of the procurement contract the Department requires goods and services to sustain effective maintenance and support for the minimum life expectancy of the product. The department requires a contract for the provision of maintenance services and support components and accessories that will ensure that the Departments investment in the procurement of the product delivers the effective functioning of the product over the full intended life of the product. The establishment of the procurement contract is thus dependent upon the availability and cost effectiveness of maintenance and support services, components and accessories over the planned life of the product. The Department thus reserves the right to reject an offer of a product where an acceptable and cost effective offer of maintenance and support services, components and accessories is not available at the time of evaluation.

This specification calls for the provision of maintenance services, components and accessories for any electronic product offered for sale to the SAPS. Bidders are required to submit a comprehensive maintenance, support and components supply offer, including all components of the offered product, and to provide any component of the offered product to the SAPS for a minimum life cycle of the product of at least six years.

Bidders must be responsible for the delivery of the above-mentioned maintenance and support services, components and accessories as outlined in this document to all identified SAPS Units Nationally. For each project covered under the established contract, an inventory of items/ systems maintained must be compiled. The scope of items/systems in respect of which this bid invitation is issued will be attached. The requirement includes system expansion as and when required as SAPS needs evolve over the contract period within the service area of the system procured.

This requirement is for a three year period after warrantee period.

DOCUMENT FORMAT

This document is divided into three (3) subsections viz.

1. Bid Conditions,
2. General Requirements
3. Detailed Requirements
4. Appendixes

IMPORTANT NOTICE

Bidders' attention is drawn to the bid conditions as specified in section 1 of this document and specifically to paragraph 1.1.

Bidders must strictly follow the guidelines specified in section 1, to ensure that the completion of the bid document complies in all aspects with the requirements of the document.

Disregarding this notice and the guidelines as specified in section 1, will have the result that the Department will not consider and evaluate the bidder's offer.

Bidders are also requested to complete the documents and supply all information to the best of their ability as requested in this document.

DESCRIPTION OF REQUIREMENT	
1.	BID CONDITIONS
1.1.	COMPLETION OF BID DOCUMENTS
1.1.1.	Bidders must explicitly state either "Comply" or "Do not comply" regarding all the requirements outlined in this document. Any deviation from specification shall also be recorded in Appendix B "Deviations from specification" Any further clarification documentation shall be referred to in Appendix B "Deviations from specification".
1.1.2.	Whenever technical parameters are specified as requirements, bidders must state, besides the terms according to section 1.1 above, also the numerical value(s). Numerical values must be stated in the same units as the units of the technical parameters specified.
1.1.3.	Bidders must make sure that the values specified are not in conflict with the values found in the technical documentation accompanying the bid reply.
1.1.4.	In price submission the bidder must ensure that at least all the following is included in the bid price: <ul style="list-style-type: none"> a) Documentation including complete maintenance manuals. b) A structured maintenance and support service including a repair service for any faults including all spares required excluding only force majeure. c) Product specific technical training of technicians. d) User manuals for the equipment and complete systems that are maintained. e) User training the equipment or system. f) Remote assistance of users. g) Software updates and upgrades for the full contract period. h) Hardware upgrades required.
1.2.	ASSUMPTIONS MADE BY BIDDERS
1.2.1.	No assumptions must be made by bidders in their bid reply.
1.2.2.	It must be the bidder's responsibility to obtain all information required to submit a comprehensive bid that makes provision for all requirements. In the event of any uncertainties regarding the interpretation of the requirements or specifications, the bidder must clarify such uncertainties with the department.
1.3.	TELEPHONIC ENQUIRIES
1.3.1.	To allow the S A Police Service sufficient time to respond to technical enquiries, bidders must note that no enquiries made later than seven (7) days before the closing date of the bid will be entertained.
2.	GENERAL REQUIREMENTS
2.1.	SCOPE OF THE REQUIREMENT
2.1.1.	The bidder must maintain all items / systems in a functional state at all times
2.1.1.1.	Equipment and systems down time must be minimized and must be controlled to ensure that such down time does not impact SAPS use of the equipment / systems in a material way.
2.1.1.2.	The bidder must maintain and repair the equipment and systems within the classification as provided by SAPS. The SAPS will classify systems or faults in the following classes, and down time per equipment / system will be limited in accordance with the classification of the equipment.

<u>DESCRIPTION OF REQUIREMENT</u>	
2.1.1.2.1.	Any fault that causes SAPS to lose the functioning of a system to such as degree that the system no longer satisfies its operational purpose must be classified as a mission critical fault and must be repaired within 4 hours after report of the fault is submitted to the bidder.
2.1.1.2.2.	Any fault that causes SAPS to lose partial operational functioning of a system to such as degree that the system no longer fully satisfies its operational purpose must be classified as an operational fault and must be repaired within 24 hours after report of the fault is submitted to the bidder.
2.1.1.2.3.	Any fault that causes SAPS to lose only non-operational functioning of a system to such as degree that the system still fully satisfies its operational purpose must be classified as an minor fault and must be repaired within 7 days after report of the fault is submitted to the bidder.
2.1.2.	The bidder must execute all required regular preventive maintenance activities as required to maintain the items / systems to functional condition according to the prescribed acceptance test procedure for the items / systems contracted to be maintained.
2.1.3.	The bidder must keep stock of components and accessories as detailed in this document, comprising of all components of the electronic equipment maintained by the bidder to the SAPS such that all components required for the maintenance and repair of the supplied equipment can be provided from this stock of components.
2.1.4.	The bidder must monitor the components consumption and must replenish the stock of components such that the stock of components is maintained over the life cycle of the supported electronic equipment. Stock levels must be adjusted per item over the product life cycle according to consumption rate to ensure that out of stock conditions are minimized.
2.1.4.1.	The bidder must ensure that all components required by SAPS are delivered within the periods as specified above, also in cases where the repairs are undertaken by SAPS internal technical staff.
2.1.5.	The equipment to be maintained must be tested against standard formal test methods applicable to the equipment under maintenance and against the Acceptance Test Procedures developed for systems during the system build contract.
2.1.5.1.	Where internationally standardized test methods exist, bidders must use these standard test methods. Where custom products are supported and maintained or where complete systems are supported and maintained for which standardized test methods do not exist, a test method and test procedure must be developed by an appropriately qualified technician or engineer and must the test method and procedure be submitted to SAPS for approval.
2.2.	The bidder must correct any defect / fault within the contractually determined repair period and must demonstrate that the repair is completed by executing the normal standard equipment / system acceptance test

<u>DESCRIPTION OF REQUIREMENT</u>	
	procedure and recording test results. SAPS will oversee the testing at its discretion.
3.	MAINTENANCE AND SUPPORT SERVICE CONCEPT.
3.1.	The bidder must compile a structured maintenance program for the equipment/system to be maintained and must submit the program with the bid on or before the date and time of bid closure.
3.2.	The structured maintenance program must consist of a manual of maintenance procedures to be executed for each sub system in the system to be maintained.
3.3.	The bidder must provide a comprehensive library of documentation including complete maintenance manuals for each piece of equipment in the system as well as for the complete system.
3.4.	The bidder must execute the regular maintenance program as scheduled in the structured maintenance program.
3.5.	The bidder must identify the frequency of scheduled maintenance for each equipment item in the system, and must execute the scheduled maintenance as planned in the structure maintenance program.
3.6.	As a minimum standard the bidder must execute a full systems acceptance test on the total system at least once every six months for the duration of the maintenance and support contract period. This test must for purposes of the contract be known as the Bi-Annual ATP.
3.7.	The bidder must correct any defect detected during the bi-annual ATP as per repair period specified for faults reported by the SAPS in accordance with the fault classification as detailed in this specification.
3.8.	The bidder must thus provide a structured maintenance and support service with regular preventative maintenance on all items in the system and will provide a repair service for any faults that are identified in this process or that are identified and reported to the bidder by SAPS.
3.9.	The bidder must equip any appropriately qualified technicians of SAPS that SAPS choose to avail with all required product specific maintenance documentation and product specific training such that SAPS technicians will be able to continue the maintenance after the contract period or in the event of the bidder being unable to provide maintenance for any reason.
3.10.	The documentation and training that is provided to SAPS internal technicians must in all ways be equal to documentation and training that is provided to the employees of the bidder that are utilized for the maintenance to be provided. SAPS Technicians that are provided by SAPS will be appropriately qualified with an accredited diploma in electronics.
3.11.	Non-compliance to the above-mentioned delivery date will result in the enforcement of penalties in terms of General Conditions of Contract.
3.12.	The bidder must identify all components that are mission critical for the maintenance of core functionality of the

<u>DESCRIPTION OF REQUIREMENT</u>	
	system and must ensure that mission critical components must be delivered on the day that it is ordered by SAPS.
4.	DOCUMENTATION
4.1.	Detailed technical specification.
4.1.1.	Detailed circuit diagrams and PC Board layouts.
4.1.2.	A detailed technical description of the operation of the equipment and systems to be maintained.
4.1.3.	A complete list of components, including manufacturers part numbers, component numbers and descriptions. International ICN codes for components must be included, if available.
4.1.4.	A recommended component parts list must be included by the bidder.
5.	QUALITY AND STANDARDS
5.1.	All materials and equipment supplied on this contract must be new and the best of the respective kind.
5.2.	All materials and equipment supplied must fully comply with the requirements laid down in this specification and the latest editions of the relevant SABS, BS, CCITT, EIA, ISO, DIN and CISPR specifications or as otherwise specified.
5.3.	Apart from any other right which the SA Police Service may have in terms of the contract, it must have the right to set the standard and to accept or reject part of the specified equipment depending on the quality of materials and workmanship offered.
5.4.	The Contractor must be notified if the quality of material and/or workmanship is not acceptable. In such an event the Contractor must replace the specific part or repair it to the satisfaction of the SA Police Service.
6.	INVOICING AND PACKAGING
6.1.	The successful bidder must itemize and describe, individually all accessories, equipment and documents on the relevant delivery notes and invoices when delivering / maintaining the equipment/ systems. No statement such as, "as per specification" will be accepted on a delivery note.
6.2.	These delivery notes must be delivered to an officer of the Technology Management Services Division of the SA Police Service by prior appointment.
6.3.	Each item must be packaged in its own single container.
7.	WARRANTY
7.1.	All components and accessories, supplied by the bidder to the SA Police Service must be warranted in terms of GCC.
8.	REPAIRS UNDER WARRANTY
8.1.	All components replaced with new components in terms of this maintenance and support contract must carry a one year warranty as a new item.
8.2.	All items repaired under this maintenance and support contract must carry a 90 day warranty as a repaired component under this maintenance and support contract.
9.	SUB CONTRACTORS
9.1.	Bidders are allowed to make use of subcontractors. Name(s) of subcontractors used for this bid must be

<u>DESCRIPTION OF REQUIREMENT</u>	
	submitted to the SA Police Service and must be submitted in the bid.
9.2.	The SA Police Service will not deal with the subcontractors, but only with the bidder. The bid accountability will stay with the bidder and cannot be allocated to the subcontractor. The SA Police Service will hold the bidder accountable for any delays, non-compliance, etc. on the subcontractor's part.
9.3.	The subcontractor is bound by the same requirements as the bidder. The Subcontractor must also comply with all the requirements of this document.
10.	TRAINING
10.1.	The following training must be provided by the successful bidder.
10.1.1.	Detailed technical training must be provided for selected technical personnel of the SA Police Service, at an SAPS training facility or a convenient and suitable location at the cost of the successful bidder.
10.1.2.	The bidder must declare and submit samples of any training material available for the product offered to the SAPS.
10.1.3.	Cost of any training or relevant material offered must be specified by the bidder and included in the bid price and stated in Appendix A scheduling of items.
10.1.4.	The training course must cover the following curriculum in modular / outcome based format: a) Block diagrams for fault -finding and installation. b) Basic fault finding to module level. c) Common faults. d) Assembly & disassembly of the equipment/system. e) Software settings and alignment. f) Operation and testing. g) Installation h) Certification of competence of trainees.
11.	Trainees must be assessed on completion of training and competency certificates issued where trainees are found competent.
12.	TRAINING OF USERS:
12.1.	The bidder must provide user manuals for the equipment to be maintained and supported.
12.2.	The bidder must present user training on any equipment or system where the system complexity is such that mere scrutiny of the user manual does not enable effective use by the users.
12.3.	The bidder must provide remote assistance of users in use of the equipment by means of a telephonic service that provides access to equipment and systems experts skilled in the use of the equipment or systems supported.
12.4.	The user training and support must be provided in the English language.
12.5.	User manual samples must be submitted with the bid on or before the date and time of bid closure.
12.6.	The training must be for groups of 5 to 10 students per intervention and the bidder must only quote in the price per unit column a cost per student. The SAPS reserves the right

<u>DESCRIPTION OF REQUIREMENT</u>	
	to order quantities as per need at any time during the contract period.
13.	COMPONENTS HOLDING REQUIREMENT
13.1.	The bidder must keep a buffer stock of components adequate to ensure that the maintenance and support of the system in accordance with the specification is achievable.
13.2.	The bidder must identify critical components of the system and provide to SAPS an inventory of critical components kept in stock in order to enable support of the mission critical systems in accordance with the specification.
13.3.	The bidder must facilitate inspections of these components bi-annually to follow the bi-annual ATP.
14.	RECORDS TO BE KEPT
14.1.	For each component part, the price as offered in the bid, the replenishment price as determined at last requirement, and the number and dates of consumption a record must be kept.
15.	BIDDING
15.1.	The bidder must quote in the bid reply a profit margin for the management of the stock of components.
15.2.	The bidder must quote the prices of components as available on date of the bid reply, including the margin and all taxes and duties.
16.	DETAILED REQUIREMENT
16.1.	The bidder must compile a price schedule covering the following categories of items that may be required in the maintenance and support and utilization of the product that the bidder is offering to the SAPS.
16.1.1.	Components for the products supplied to SAPS:
16.1.1.1.	The bidder must provide all components of the product that could potentially be replaced in any repair process. This would include all modules, all mechanical components including casings and all components that could be unplugged or de-soldered from PC boards.
16.1.2.	Programming and support software for the product supplied to SAPS:
16.1.2.1.	The bidder must provide all software components required for programming / configuration or fault finding of the product. These software components must be fully functional and must enable SAPS software access for programming and support of the equipment for the full life expectancy of the equipment.
16.1.3.	Programming and support hardware for the product supplied to SAPS:
16.1.3.1.	The bidder must provide all programming and support hardware available for the offered product such as programming interfaces, cables and test and measurement interfaces required to test the product in a service or test laboratory environment.
16.1.4.	Accessories for the product supplied to SAPS:
16.1.4.1.	The bidder must provide a comprehensive set of user accessories as defined in the specific SAPS requirement specification.

<u>DESCRIPTION OF REQUIREMENT</u>	
16.1.5.	Alternative components for the product supplied to SAPS:
16.1.5.1.	The bidder must provide all alternative components such as alternative battery technologies available, alternative equivalent components where original components are substituted or where equipment modifications or upgrades are available.
16.1.6.	Alternative Accessories for the product supplied to SAPS.
16.1.7.	Training Services for the training of support technicians for the product supplied to SAPS.
16.1.8.	Training materials for the training of support technicians for the product supplied to SAPS.
16.1.9.	The bidder must provide all software upgrades available for the products/systems offered to SAPS for the full period of the maintenance and support contract.
16.2.	The bidder must provide all hardware upgrades required for the system to be kept current for the full contract period.

SCHEDULING OF ITEMS - APPENDIX A Part 1:

PRICING SCHEDULE.

All pricing quoted must include VAT and must be the full price for the service in full compliance to specification.

TABLE OF CONTRACT DELIVERABLES: SYSTEM ESTABLISHMENT.

The purpose of the table of contract deliverables is to provide a standard structure for bidders within which offered items can be arranged. The table is not intended to represent all required items as individual bidders may follow subtle different approaches in design. It is the responsibility of the bidder to submit a comprehensive bid for a system that must be complete and fully functional.

Bidders are thus required to expand the table of deliverables in accordance with the specific detail necessary of components required within their offered designs such that the bidders will offer a complete fully compliant and fully functional system. For each deliverable called for in the table below the bidders must submit a comprehensive breakdown indicating all necessary parts and all options utilized in the design submitted in offer.

The bidder must insert a line or lines directly below each item in which all associated costs such as configuration, installation and commissioning costs will be indicated.

The total of the column "Total Price Including VAT must be equal to the total bid price for the project. The total bid price must be the final cost of the project. Bidders must include all items required to deliver a system fully compliant to specification with all required facilities implemented. Only items indicated clearly in the bid invitation as optional must be excluded from the final price. All other items must be included as mandatory requirements.

It is mandatory that all optional items be offered. The optional items are only optional in the sense that SAPS will have the option to decide on implementation of the options after evaluation of the bid and the options offered or at any stage in the project.

APPENDIX A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
17.	Cameras and associated electronics with all installation hardware.								
17.1	Cameras Day /Night with IR capability.								
17.2	Cameras Night vision Low Light Colour.								
17.3	Cameras high resolution static 8 Megapixel Minimum.								
17.4	Cameras Thermal Imager.								
17.5	Camera Housings.								
17.6	Lenses.								
17.7	Camera Control Telemetry								
17.8	Infrared Illumination								
17.9	Washer Wiper systems								
17.10	Pan Tilt Heads								

APPENDIX A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
17.11	Tamper Detection Alarm sensors								
17.12	Housing for electronics								
17.13	Cabling.								
17.14	Security measures: Locks for electronic and mechanical devices at camera sites.								
17.15	½ Hour Battery Backup facilities.								
17.16	Optional 8 Hour Battery Backup facilities.								
17.17	Camera site masts where not existing.								
18.	Transmission Network complete								
18.1	Microwave Radios								
18.2	Network Switches								

APPENDIX A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
18.3	Network Related Power Supply Equipment.								
19.	Video Display wall.								
19.1	Video Display modules.								
19.2	Video Wall Mounting or support structures								
19.3	Video Wall Control System								
20.	CCTV operator workstations.								
20.1	Operator Display.								
20.2	Device for camera control joystick or trackball.								
20.2	Operator Software.								
21.	Video Storage System.								
21.1	Video Storage Servers.								
21.2	Video Storage Hard Drives								

APPENDIX A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
22.	Evidence reproduction system.								
23.	Software.								
23.1	Graphic User Interface CCTV system operation software.								
23.2	Image analytics.								
23.3	SCADA network management.								
24.	Video Display Systems								
24.1	Video Wall.								
24.2	Video Wall Display Modules.								
24.3	Video Wall Control System.								
25.	Services:								
25.1	Training of system users								
25.2	Psychometric Evaluation and Service for selection of CCTV operators.								

APPENDIX A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
25.3	Training of CCTV operators.								
25.4	Training of system supervisors.								
25.5	Training of SAPS Technicians.								
26.	Documentation								
26.1	As Built documents for the complete system.								
26.2	Technical and maintenance documentation.								
26.3	Complete technical manuals all items used in the system.								
26.4	Training manuals for operator training.								
27.	Complete Microwave Solution								

<u>APPENDIX</u> A Part 1 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
27.1	Microwave radios								
27.2	Power supply for microwave.								
27.3	Mounting hardware for microwave.								

APPENDIX A – PART 2 Maintenance and Support Services”

PRICING SCHEDULE.

All pricing quoted must include VAT and must be the full price for the service in full compliance to specification.

MAINTENANCE SUPPORT SERVICES

The purpose of the table of contract deliverables is to provide a standard structure for bidders within which offered items can be arranged. The table is not intended to represent all required items as individual bidders may follow subtle different approaches in design. It is the responsibility of the bidder to submit a comprehensive bid for a system that must be complete and fully functional.

Bidders are thus required to expand the table of deliverables in accordance with the specific detail necessary of components required within their offered designs such that the bidders will offer a complete fully compliant and fully functional system. For each deliverable called for in the table below the bidders must submit a comprehensive breakdown indicating all necessary parts and all options utilized in the design submitted in offer.

The bidder must insert a line or lines directly below each item in which all associated costs such as configuration, installation and commissioning costs will be indicated.

The total of the column “Total Price Including VAT must be equal to the total bid price for the project. The total bid price must be the final cost of the project. Bidders must include all items required to deliver a system fully compliant to specification with all required facilities implemented. Only items indicated clearly in the bid invitation as optional must be excluded from the final price. All other items must be included as mandatory requirements.

It is mandatory that all optional items be offered. The optional items are only optional in the sense that SAPS will have the option to decide on implementation of the options after evaluation of the bid and the options offered or at any stage in the project.

APPENDIX A – PART 2 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
28.	System maintenance	Complete System maintenance and support as detailed in the specification.							
29.	Maintenance Consumables and components.	All components consumed in routine maintenance.							

APPENDIX A – PART 3 System development AND Data storage upgrade options”

TABLE OF CONTRACT DELIVERABLES:

ITEMS BEYOND ROUTINE MAINTENANCE. REPLACEMENT PARTS TO BE AVAILABLE IN CASE OF SYSTEM DAMAGES OR REQUIRED SYSTEM UPGRADES AS PER PAR. 16 OF THE MAINTENANCE AND SUPPORT SPECIFICATION.

This appendix shall contain all replacement parts offered. Each item offered as part of the system shall be broken down in all its replaceable components and each replaceable component shall be priced in this table.

APPENDIX A – PART 3 Number	Name	Item description	Manufacturers name and part/code number of item	International ICN code	Quantity of item required in the project.	Quantity of optional item required in project in order to implement the optional facilities.	Item price including VAT.	Total Price Inclusive of VAT for items other than optional items.	Total Price Inclusive of VAT for the optional items.
30.	CCTV Components of all cameras, displays and all CCTV system related items.								
31.	Microwave and all other Network Components								

32.	CCTV Footage Data Storage System Components:								
32.1	Repair Components for the basic 3 Month (90 days) CCTV Footage DATA Storage system.								
32.2	DATA Storage 6 months CCTV Footage DATA Storage upgrade option.								
32.3	DATA Storage 12 months (1 year DATA storage upgrade option.								

APPENDIX B - DEVIATIONS FROM SPECIFICATION

Section (paragraph) number.	Description: Requirement as per specification.	Offer.	Deviation described in detail.	Reason deviation. for	Additional comments.

PART D

BID DISQUALIFYING FACTORS

1. All bids received shall be evaluated on the following phases of evaluation:

- (i) Stage one : Administrative Compliance
- (ii) Stage two : Functionality Criteria
- (iii) Stage three : Price and Specific Goals

2. Compulsory administrative compliance:

- a) Bids must meet the Special Terms and Conditions in all aspects as stipulated in the bid document.
- b) Annexure B (Bidders past experience) must be completed and signed by the bidder.
- c) All information required in the bid document must be accurate and duly completed including all the appropriate signatures.
- d) Use of correction fluid is prohibited.
- e) Any alterations must be initialled.
- f) Under no circumstances may bid forms be retyped or redrafted.
- g) Central Suppliers Database registration number.
- h) ISO 10 000 certificate.
- i) ICASA certificate.

3. Compulsory Documents, must be submitted with a bid:

- a) An original or certified copy of the Resolution by the board of directors, personally signed by the chairperson of the board, authorizing the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, where applicable, as per SBD 11.
- b) An original or certified copy of a valid BBBEE certificate or valid sworn affidavit.

4. Functionality

- a) Relevant Experience
- b) Financial Capacity
- c) Locality
- d) Execution Plan / Methodology

5. Functionality Evaluation Criteria

- a) The bid documents will be evaluated individually on score sheets, by a Representative evaluation panel, according to the below mentioned evaluation criteria.
- b) All service providers who score less than minimum functionality score of 75 points will not be considered into the next stage.
- c) The evaluation criteria are as in Table 1 below:

	EVALUATION MATRIX	DESCRIPTION	T	MEANS OF VERIFICATION
1.	Experience	<p>Bidders Experience in supply, Deliver and Installation of CCTV cameras.</p> <p>Each project completed will be allocated. 5 points per project</p>	30	<p>Proof of Purchase order or Appointment letter. &</p> <p>Completion certificates or Reference letter or proof of payment.</p> <p><i>In order to score the maximum of 5 points service provide must provide the combination of the above documents for each project.</i></p>
2.	Financial Capacity	<p>Proof of Minimum Financial Resources to implement this project, a minimum of</p> <p>R 9 000 000 = 30 points</p>	30	<p>Evidence of credit facility with manufacturer/supplier And/or</p> <p>Registered Financial Institution or</p> <p>Evidence of access to any legal funding instrument (e.g. Letter of intent)</p>
3.	Locality	<p>Proof of Physical address</p> <ul style="list-style-type: none"> Office of Bidder outside borders of KZN = 05 pts Office of Bidder within borders of KZN = 20 pts 	20	<p>Lease agreement; Municipal Utility Bill; or Copy of Bank Statement (first page only) with address</p>

4.	Methodology	How Project will be implemented. Time frames must be clearly indicated. The project plan must indicate how maintenance and support will be provided.	20 (10) (10)	<p>All two points listed below must appear in the methodology to get the maximum points 20:</p> <ul style="list-style-type: none"> • Execution plan & Innovative procedures to be used • Reporting and recording Systems
<p>* NB: Compulsory – if service provider meets the Minimum Functionality Threshold, but fails to score a minimum of 15 points in Experience and maximum points on Financial capacity, the bidder will be disqualified</p>		TOTAL	100	
		Minimum Points	75	

6. Price and Specific Goals

6.1 Procurement above R1M to R50M (80/20) the Department will allocate the Specific goal points as follows:

- i. Black people who are women who have 51% or more ownership will be awarded 20/20 points (as per the provisions of KZNDCSL SCM Policy)

6.2 This must be supported by a CIPC or BBBEE certificate or affidavit or Shares certificate register or CSD report.

6.3 Ownership verification will be conducted through CIPC, CSD and BBBEE **NB**. Certificate/affidavit.

The Department reserves the right to verify all information submitted.

Noncompliance with the above shall result in elimination from further evaluation.

Where copies of original documentation are submitted, those copies must be certified and must not be copies of certified copies.

Original certification should not be older than six (6) months.

Failure to comply with this requirement shall invalidate the bid submitted.

All letters /agreements must be signed, failure to submit signed documents will result in the documents not considered

ANNEXURE B**Previous/Current Supplies Delivered** (*Documents and/or an extended list may be attached for further details*)

	Client Name	Nature of Inputs Supplied	Contract Value	Period of Contract	Contact (Work / Cell Number)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
TOTAL VALUE					

Signed on behalf of bidder:

Date: