

14 JUNE 2023

TENDER NUMBER: CPTSC01/23

NOTICE TO TENDERERS: ADDENDUM NO.1

PROJECT TITLE:

**PROVISION OF SECURITY GUARDING SERVICES AT PARLIAMENT TOWERS
FOR A PERIOD OF TWENTY FOUR (24) MONTHS.**

Dear Tenderer

1. The above mentioned matter bears the reference.
2. Herewith Addendum No.1 for your attention
3. The following amendment is to be included with the above tender document when submitting the tender on the closing date.

PLEASE ACKNOWLEDGE RECEIPT OF THIS AMENDMENT AS FOLLOWS:

1. Confirm receipt of this addendum by completing and signing the attached acknowledgement of receipt and send back with your tender document on the closing date of tenders.
2. Bidders are requested to utilise the information issued in terms of this addendum.

Regards


DEPUTY DIRECTOR: SCM



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

**THIS ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM
MUST BE SUBMITTED TOGETHER WITH THE TENDER
DOCUMENT**

DEPARTMENT OF PUBLIC WORKS – CAPE TOWN
CUSTOMS HOUSE BUILDING
HEERENGRACHT STR
8000

Dear Sir/Madam

PROJECT TITLE:

**PROVISION OF SECURITY GUARDING SERVICES AT PARLIAMENT TOWERS
FOR A PERIOD OF TWENTY FOUR (24) MONTHS.**

TENDER NUMBER: CPTSC01/23

CLARITY FOR BIDDERS ON THE PA-04 (GS) NOTICE AND INVITATION TO BID AND TERMS OF REFERENCE:

Specific goals on the PA-04 (GS): Notice of invitation to bid did not specify that only one of those documents are required to claim points for specific goals.

The PA04 attached is now replacing the one advertised with the tender document.

2.1 Substantive responsiveness criteria:

The spelling for the words **compulsory and expirience** were stated incorrect and should have written as follows:

10.2 Compulsory

10.3 Experience

2.2 Administrative responsiveness criteria:

11.6 The spelling for the words **leasor** was stated incorrect and should have written as **lessor**.

11.7 DPW-16 (EC): site inspection meeting certificate was not attached to tender document and is now part of Addendum

11. 9 PA-16: preference points claim form attached is now replacing the one advertised with the tender document

Terms of Reference

2. Project objectives

The words "for to ensure" is now revised to "to ensure".

3. Scope of work

3.2 The turnaround time to place guards on site was 24 hours now has been changed to immediately upon appointment.

4. Conduct and behaviour of security guards and supervisors: 4.17: The use of private cellular phones is prohibited during working hours only emergency calls.

29. Special Conditions of the contract (Page 10 of the Terms of reference)

No. 9 Failure to use Total Direct Cost as per National Bargaining Council for Private Security Sector (**USE LINE B**) will result to the bid being disqualified. The illustrative pricing guide was omitted on the tender document and is now attached as part of the addendum.

- **Price schedule: (Page 12) of the Terms of reference: the word Supervisor was captured twice and the one with or supervisor is now omitted and the word for is added to security guard.**

I/We _____ accept that this Addendum forms part of the Tender Document.

- (a) have noted the contents of this Addendum
- (b) have fully considered this Addendum
- (c) have incorporated the amendments contained in this Addendum in my/our Tender Document for Tender

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

STATUS: This Addendum forms an integral part of the Tender Document and the subsequent contract with the successful Tenderer. The variations and amendments to the tender document as described hereafter, shall take precedence. Notwithstanding anything said during the tender period, only the additional information or variations and amendments contained in this Addendum, will be legally binding.

PA-04 (GS): NOTICE AND INVITATION TO BID

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF PROVISION OF GUARDING SERVICES AT PARLIAMENT TOWERS FOR A PERIOD OF TWENTY FOUR (24) MONTHS

Project title:	PROVISION OF GUARDING SERVICES AT PARLIAMENT TOWERS FOR A PERIOD OF TWENTY FOUR (24) MONTHS
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Bid no:	CPTSC01/23		
Advertising date:	02/06/2023	Closing date:	23/06/2023
Closing time:	11:00	Validity period:	60 days

2.1 Substantive responsiveness criteria

Only tenderers who are responsive to the following substantive responsiveness criteria are eligible to submit tenders. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

1	<input checked="" type="checkbox"/>	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2	<input checked="" type="checkbox"/>	Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
3	<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
4	<input checked="" type="checkbox"/>	Submission of (PA-32): Invitation to Bid
5	<input type="checkbox"/>	Registration on National Treasury's Central Supplier Database.
6	<input type="checkbox"/>	Submission of record of attending compulsory virtual bid clarification / site inspection meeting.
7	<input type="checkbox"/>	The tenderer shall submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender.
8	<input type="checkbox"/>	The tenderer shall submit his fully priced and completed sectional summary- and final summary pages with the tender.
9	<input type="checkbox"/>	All parts of tender documents submitted must be fully completed in ink and signed where required
10	<input checked="" type="checkbox"/>	Submission of copy of valid PSIRA company registration certificate Submission of copy of valid PSIRA Grade A or B certificate for the Director(s) Submission of copy of valid PSIRA Letter of Good Standing Submission of copy of valid COIDA Letter of Good Standing from Department of Labour Submission of copy of valid certificate of registration issued by the National Bargaining Council for the Private Security Sector.
11	<input checked="" type="checkbox"/>	Attendance of compulsory site briefing meeting.



12	<input checked="" type="checkbox"/>	<p>Bidders must demonstrate a minimum of three (3) years of company work experience in the security industry. Bidders must attach an appointment letter or purchase order or service level agreement and three (3) reference letter(s) signed and stamped by their referee (previous employer) provided with clear contract description, contract value, contract duration and contact details. The proof of submitted working experience must be aligned or correspond with reference letters covering the three year duration of working experience.</p> <p>Administrative office: The bidder must have an administrative office within the borders of South Africa and provide proof of ownership of an existing administrative office (a copy of a title deed OR lease Agreement signed by both lessee and lessor which must be valid for the duration of the contract must be attached).</p> <p>Infrastructure requirements- Vehicles The bidder must provide 1X Motor Vehicle Licence and Licence Disc registered under the director/s name or company name OR Enatis report OR a valid lease agreement signed by both lessee and lessor which must be valid for the duration of the contract OR a letter of intent to rent or buy a vehicle (This information will be used to test for ownership and roadworthiness of vehicle).</p> <p>Submission of a fully completed Pricing Schedule as provided on the tender document. TOTAL DIRECT COST AS PER NATIONAL BARGAINING COUNCIL FOR PRIVATE SECURITY SECTOR (USE LINE B) Failure to use this line will result to the bid disqualified</p>
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2.2 Administrative responsiveness criteria

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

1	<input checked="" type="checkbox"/>	Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's .
2	<input checked="" type="checkbox"/>	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
3	<input checked="" type="checkbox"/>	Submission of (PA-09 (GS)): List of Returnable Documents
4	<input checked="" type="checkbox"/>	Submission of (PA-11): Bidder's disclosure.
5	<input checked="" type="checkbox"/>	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022.
6	<input checked="" type="checkbox"/>	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
7	<input checked="" type="checkbox"/>	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD).
8	<input type="checkbox"/>	The tenderer shall submit his fully priced Bills of Quantities (complete document inclusive of all parts) within 14 days from request.
9	<input checked="" type="checkbox"/>	Upon request, submission of fingerprints obtainable from local SAPS including any other additional documentation and information required for vetting purposes.
10	<input checked="" type="checkbox"/>	Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.

11	<input checked="" type="checkbox"/>	<p>Copy of valid letter of Good Standing from UIF, if not yet registered the company will be given a period of seven (7) calendar days to register and submit to the Department of Public Works & Infrastructure.</p> <p>Copy of Bargaining Council Health Insurance, if not yet registered the company will be given a period of seven (7) calendar days to register and submit to the Department of Public Works & Infrastructure. OR Copy of Bargaining council Medical Aid Allowance, if not yet registered the company will be given a period of seven (7) calendar days to register and submit to the Department of Public Works & Infrastructure.</p> <p>Proof of provident fund, if not yet registered the company will be given a period of seven (7) calendar days to register and submit to the Department of Public Works & Infrastructure.</p> <p>Proof of public liability for an amount of R2 million, if not yet registered the company will be given a period of twenty one (21) calendar days to register and submit to the Department of Public Works & Infrastructure.</p> <p>Copy of a valid Letter of Good Standing issued by the National Bargaining Council for the Private Security Sector, if not yet provided the company will be given a period of twenty one (21) calendar days to obtain and submit to the Department. (In the event the bidder has already obtained the letter of Good Standing issued by the National Bargaining Council for the Private Security Sector, such a bidder should submit it with the tender document)</p>
12	<input checked="" type="checkbox"/>	Bidders must provide a valid copy of ICASA license or lease agreement signed by both lessor and lessee together with a copy of ICASA license from the company the bidder is leasing.
13	<input checked="" type="checkbox"/>	<p>Submission of DPW-16 (EC): Site inspection meeting certificate as a proof of attendance of compulsory site briefing meeting.</p> <p>Bidder must submit a proof of existing Administrative Office or a Letter of intent to rent or buy an Administrative Office within the Western Cape.</p>

3. Method to be used to calculate points for specific goals

For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed below are applicable.			
Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
<input type="checkbox"/>	1. An EME or QSE which is at least 51% owned by black people.	10	ID Copy. or SANAS Accredited BBBEE Certificate/ Sworn Affidavit. or CSD Report. or CIPC (Company registration)
	2. Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area.	2	Office Municipal Rates Statement. or Permission to occupy from local chief in case of rural areas (PTO). or Lease Agreement
	3. An EME or QSE which is at least 51% owned by women.	4	ID Copy or CSD Report or CIPC (Company Registrations)
	4. An EME or QSE which is at least 51% owned by people	2	Medical Certificate or



Notice and Invitation to Bid: PA-04 (GS)

		with disability.		South African Social Security Agency (SASSA) Registration or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA)
	5.	An EME or QSE which is at least 51% owned by youth.	2	ID Copy or CSD Report Or CIPC

For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed below are applicable.

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people.	10	ID Copy. or SANAS Accredited BBBEE Certificate/ Sworn Affidavit. or CSD Report. or CIPC (Company registration)
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area.	2	Office Municipal Rates Statement. or Permission to occupy from local chief in case of rural areas (PTO). or Lease Agreement
3.	An EME or QSE which is at least 51% owned by women	4	ID Copy or CSD Report or CIPC (Company Registrations)
4.	An EME or QSE which is at least 51% owned by people with disability.	2	Medical Certificate or South African Social Security Agency (SASSA) Registration or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA)
5.	An EME or QSE which is at least 51% owned by youth.	2	ID Copy or CSD Report or CIPC



For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed below are applicable.

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people.	4	ID Copy. or SANAS Accredited BBEE Certificate/ Sworn Affidavit. or CSD Report. or CIPC (Company registration)
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area.	2	Office Municipal Rates Statement. or Permission to occupy from local chief in case of rural areas (PTO). or Lease Agreement
3.	An EME or QSE which is at least 51% owned by women	2	ID Copy or CSD Report or CIPC (Company Registrations)
<input type="checkbox"/> 4. <input type="checkbox"/>	An EME or QSE which is at least 51% owned by people with disability.	2	Medical Certificate or South African Social Security Agency (SASSA) Registration or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA)
<input type="checkbox"/> 5. <input type="checkbox"/>	An EME or QSE which is at least 51% owned by youth. NB. (The use of this goal is mandatory however the BSC must select either one of the two and not both)		ID Copy or CSD Report Or CIPC

**4. The following evaluation method for responsive bids will be applicable:
(Where functionality is applicable, it will be applied as a pre-qualification)**

<input checked="" type="checkbox"/> 80/20 Preference points scoring system	<input type="checkbox"/> 90/10 Preference points scoring system	<input type="checkbox"/> Either 80/20 or 90/10 Preference points scoring system
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In case where below/above R 50 000 000 is selected, the lowest acceptable tender will be used to determine the applicable preference point system.

5. Note: Functionality will be applied as a prequalification criterion. Such criteria is used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.

Functionality criteria:	Weighting factor:
Total	100 Points

Minimum functionality score to qualify for further evaluation:	
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6. COLLECTION OF BID DOCUMENTS:

- Bid documents are available for free download on e-Tender portal www.etenders.gov.za
- Alternatively; Bid documents may be collected during working hours at the following address 1 Lower Heerenracht, Customs House Building, Foreshore Cape Town: 9 floor room 941. A non-refundable bid deposit of R R200 is payable, (Cash only) is required on collection of the bid documents.
- A **compulsory** pre bid meeting with representatives of the Department of Public Works will take place at Costoms House Building on 12/06/2023 starting at 10:00. Venue Dome 3rd floor Customs House . (if applicable)

7. ENQUIRIES RELATED TO BID DOCUMENTS MAY BE ADDRESSED TO:

DPW Project Leader:	LINDILE MQOKOLO	Telephone no:	021 402 2199
Cell no:	081 0314347	Fax no:	
E-mail:	Lindile.Mqokolo@dpw.gov.za		

8. DEPOSIT / RETURN OF BID DOCUMENTS:

Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.


Notice and Invitation to Bid: PA-04 (GS)

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the bid document.

All tenders must be submitted on the official forms –

<p>BID DOCUMENTS MAY BE POSTED TO:</p> <p>THE DIRECTOR -GENERAL DEPARTMENT OF PUBLIC WORKS PRIVATE BAG X 9027</p> <p>1 LOWER HEERENGRACHT CUSTOMS HOUSE FORESHORE CAPE TOWN</p> <p>8000</p> <p>ATTENTION: PROCUREMENT SECTION: ROOM 941</p> <p><i>POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT</i></p>	<p>OR</p>	<p>DEPOSITED IN THE TENDER BOX AT:</p> <p>Ground Floor 1 Lower Heerengracht Customs House Foreshore 8000</p>
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9. COMPILED BY:

LINDILE MQOKOLO		SECURITY OFFICER	14-06-2023
Name of Project Leader	Signature	Capacity	Date



DPW-16 (EC): SITE INSPECTION MEETING CERTIFICATE

Project title:	PROVISION OF SECURITY GUARDING SERVICES AT PARLIAMENT TOWERS FOR A PERIOD OF TWENTY FOUR (24) MONTHS		
Tender no:	CPTSC 01/23	Reference no:	
Closing date:	23/06/2023		

This is to certify that I, _____ representing
_____ in the company of
_____ visited the site on: **12/06/2023**

I have made myself familiar with all local conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the site inspection meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.

Name of Tenderer	Signature	Date

Name of DPW Representative	Signature	Date

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



public works
& infrastructure
Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

PA-16: 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 **Preference Points System to be applied**

(Tick whichever is applicable).

- The applicable preference point system for this tender is the **80/20** preference point system.
- The applicable preference point system for this tender is the **90/10** preference point system.
- Either the **90/10** or **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 shall be awarded for:**

1.3.1 **Price; and**

1.3.2 **Specific Goals**

1.4 **The maximum points for this tender are allocated as follows:**

CHOOSE APPLICABLE PREFERENCE POINT SCORING SYSTEM	<input checked="" type="checkbox"/> 80/20	<input type="checkbox"/> 90/10
PRICE	80	
SPECIFIC GOALS	20	
Total points for Price and Specific Goals	100	

1.5 Breakdown Allocation of Specific Goals Points

1.5.1 For Procurement transactions with rand value greater than R2 000.00 and up to R1 Million (Inclusive of all applicable taxes), the specific goals as listed in table 1 below are applicable.

All Acquisitions

Table 1

Serial No	Specific Goals	Preference Points allocated out of 20	Documentation to be submitted by bidders to validate their claim for points
1.	An EME or QSE which is at least 51% owned by black people	10	ID Copy Or SANAS Accredited BBBEE Certificate or sworn affidavit where applicable Or CSD Report Or CIPC (company registration)
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area	2	Office Municipal Rates Statement Or Permission To Occupy from local chief in case of rural areas (PTO) Or Lease Agreement
3.	An EME or QSE which is at least 51% owned by women	4	ID Copy Or CSD Report Or CIPC (company registration)

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

Serial No	Specific Goals	Preference Points allocated out of 20	Documentation to be submitted by bidders to validate their claim for points
4.	An EME or QSE which is at least 51% owned by people with disability	2	Medical Certificate Or South African Social Security Agency (SASSA) registration Or National Council for Persons with Physical Disability in South Africa registration (NCPPDSA) Or CSD Report Or CIPC (company registration)
5.	An EME or QSE which is at least 51% owned by youth .	2	ID Copy Or CSD Report Or CIPC (company registration)

1.5.2 **For procurement transactions with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals as listed in table 2 below are applicable:**

All Acquisitions

Table 2

Serial No	Specific Goals	Preference Points allocated out of 20	Documentation to be submitted by bidders to validate their claim for points
1.	An EME or QSE or any entity which is at least 51% owned by Historically Disadvantaged Individuals (HDI)	10	ID Copy Or

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

Serial No	Specific Goals	Preference Points allocated out of 20	Documentation to be submitted by bidders to validate their claim for points
			SANAS Accredited BBEE Certificate or sworn affidavit where applicable Or CSD Report Or CIPC (company registration)
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area	2	Office Municipal Rates Statement Or Permission To Occupy from local chief in case of rural areas (PTO) Or Lease Agreement
3.	An EME or QSE or any entity which is at least 51% owned by women	4	ID Copy Or CSD Report Or CIPC (company registration)
4.	An EME or QSE or any entity which is at least 51% owned by people with disability	2	Medical Certificate Or South African Social Security Agency (SASSA) registration Or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA) Or CSD Report

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

Serial No	Specific Goals	Preference Points allocated out of 20	Documentation to be submitted by bidders to validate their claim for points
			Or CIPC (company registration)
5.	An EME or QSE or any entity which is at least 51% owned by youth .	2	ID Copy Or CSD Report Or CIPC (company registration)

1.5.3 For procurement transactions with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals as listed in table 3 below are applicable

All Acquisitions

Table 3

Serial No	Specific Goals	Preference Points allocated out of 10	Documentation to be submitted by bidders to validate their claim for points
1.	An EME or QSE or any entity which is at least 51% owned by Historically Disadvantaged Individuals (HDI)	4	ID Copy Or SANAS Accredited BBBEE Certificate or sworn affidavit where applicable Or CSD Report Or CIPC (company registration)
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area	2	Office Municipal Rates Statement Or

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:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR 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:

$$80/20 \qquad \text{or} \qquad 90/10$$

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

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1,2 and 3 above 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.)

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

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)
1. An EME or QSE or any entity which is at least 51% owned by Historically Disadvantaged Individuals (HDI)	10	
2. Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area	2	
3. An EME or QSE or any entity which is at least 51% owned by women	4	
4. An EME or QSE or any entity which is at least 51% owned by people with disability or	2	
5. An EME or QSE or any entity which is at least 51% owned by youth .* (only one specific goal is applicable between specific goal number 4 and specific goal number 5 under 90/10 Preference Point System)	2	

Note: *in respect of the 90/10 point system a selection of either disability or youth may be made with an allocation of 2 points for either of them.

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM

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

- 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:



NATIONAL BARGAINING COUNCIL
FOR THE PRIVATE SECURITY SECTOR

ILLUSTRATIVE PRICING GUIDE

Effective as from 01 March 2023 until 28 February 2024

PLEASE NOTE THAT THIS IS PURELY A GUIDE AND IS DISTRIBUTED WITHOUT PREJUDICE

AREA 1 & AREA 2 (URBAN)

(Based on the average month, 12 hour shifts every day or night of such month at a site)

Description	Explanation	Grade			Calculations
		A	B	C/D/E	
MONTHLY SALARY		R5 707,90	R3 330,00	R5 727,00	PROMULGATED SALARY
Ordinary time:	Clause 51 (D) NBCPSS Main Agreement	R3 330,00	R3 330,00	R3 330,00	Hourly equivalent wage (NOT FOR SALARY CALCULATION)
Sunday pay premium	4 shifts per week (48 hrs)	R6 307,00	R6 307,00	R6 307,00	Monthly salary as per NBCPSS Main Agreement
Public holiday premium	2 shifts per week (24 hrs)	R3 453,50	R3 453,50	R3 453,50	hr x 24 x 4,333
Security officer premium allowance	4,333 weeks p/m @ X1,5	R2 590,13	R2 590,13	R2 590,13	R330,35 hr x 12 (1 x portion already incl. in basic salary)
Leave provision	1 shift p/m average	R398,48	R0,00	R0,00	Collapsed into basic salary
Sick leave	N/A	R0,00	R0,00	R0,00	(hr x 144 / 12 = 1,5 (reliever) (* 3 extra days after 2 yrs)
Family responsibility leave	21 consecutive days leave	R577,72	R577,72	R577,72	(hr x 48 x 6 / 36 = 1,5 (reliever)
Night shift allowance	24 shifts per 3 year cycle	R398,48	R398,48	R398,48	(hr x 12 x 5) / 12 x 1,5 (reliever)
Long service bonus (5 years average)	6 days per annum	R296,86	R273,89	R273,89	R206,47 (hr x 12 x 5) / 12 x 1,5 (reliever)
Statutory annual bonus	5 days per annum	R182,50	R182,50	R182,50	R182,50 (365 / 12) x 6 OMIT IF FOR DAY SHIFT
	6 Rand, night shift worked	R12,50	R12,50	R12,50	Long service bonus / 60 x 1,5 (reliever)
	R500 over 60 months	R693,38	R791,25	R791,25	Monthly salary / 12 x 1,5 (reliever)
SUB-TOTAL	Monthly salary	R16 351,59	R14 635,31	R13 257,44	
UIF	1 % of gross remuneration	R158,97	R146,80	R133,02	Total Income: Primary + reliever) x 1%
Hospital cover	R172,50 Per month	R258,75	R258,75	R258,75	Including reliever
Provident fund	5 % of Fund Salary	R518,03	R474,75	R428,45	Fund Salary X 5% x 1,5 (reliever)
COVID/WCA	3,14 % of remuneration	R302,29	R460,96	R417,70	Total Income: Primary + reliever) x 3,14%
Bargaining Council Levy	7 Rand	R5,00	R10,50	R10,50	Including reliever
PSIRA *per SO* fee	4 Rand (average)	R258,25	R258,25	R258,25	including reliever (variable according to company size)
Sets of uniform	R2 050,00 Rand p/p p.a	R159,97	R148,80	R135,02	(Rand value + reliever(50%) / 12
Training (Skills Development Levy)	1 % of gross remuneration	R45,00	R45,00	R45,00	Total Income: Primary + reliever) x 1%
Cleaning Allowance	30 Rand p/m	R17 868,34	R16 441,13	R14 847,13	Allowance x 1,5 (reliever)
TOTAL DIRECT COST		R7 147,34	R6 978,45	R5 978,95	(Economy of Scale rule applies)
Share of overheads	40 % of direct cost	R2 858,94	R2 791,38	R2 391,58	
TOTAL COST PER MONTH		R25 015,88	R23 017,59	R20 925,99	

- NOTE:
- Excludes profit and VAT
 - Rates used are in terms of the Schedule to the Main Agreement of the National Bargaining Council for the Private Security Sector.
 - This is an illustrative pricing guide and NBCPSS will not be held responsible in respect of your reliance on the accuracy of the aforesaid information.
 - Monthly benefits of 34% over a period of four months not included in the pricing structure.
 - *"Retail Security officer" is a permanent employee
 - Share of overheads includes Inter alia, liability and other insurance, payroll and admin, central centre, transport costs (vehicles, maintenance and fuel), fixed infrastructure, rates & taxes, registers, security aids, occupational health and safety compliance, management and supervision and statutory/leave payable.
 - PSIRA (last raised annually, as from April of each year, not yet finalised for the next year).

AREA 1 & 2 COMPRISES:
Magisterial districts of Alberton, Bellville, Bernal, Boksburg, Buitenvoer, Brakpan, Campersdown, Chatsworth, Durban, East London, Germiston, Goodwood, Handa, Johannesburg, Kempton Park, Kimberley, Klerksdorp, Krugersdorp, Kukuluvier, Mitchells Plain, Nigel, Obicholizer, Paarl, Plekmanaburg, Pinetown, Port Elizabeth, Pretoria, Randburg, Randfontein, Roodepoort, Sasolburg, Simon's Town, Somerset West, Springs, Stellenbosch, Strand, The Cape, Uitenhage, Vanderluppark, Vervangerij, Westonaria, Woodlands and Wynberg.

AREA 3 COMPRISES:
All other magisterial districts.