



public works  
& infrastructure

Department:  
Public Works and Infrastructure  
REPUBLIC OF SOUTH AFRICA

03 November 2022

TENDER NUMBER: CPTSC09/22

NOTICE TO TENDERERS: ADDENDUM NO.1

**APPOINTMENT OF PANEL OF SECURITY SERVICE PROVIDERS FOR SAFEGUARDING AND PROTECTION TO STATE PROPERTIES: WESTERN CAPE REGION AS AND WHEN NEEDED FOR A PERIOD OF 24 MONTHS**

Dear Tenderer

Herewith Addendum No.1 for your attention. The following amendments/additions are to be included with the above tender documents which are in your possession

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.
2. Bidders are requested to utilise the information issued in terms of this addendum.

Regards

ACTING DEPUTY DIRECTOR: SCM

PROJECT MANAGER: (SECURITY MANAGEMENT)

**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: APPOINTMENT OF PANEL OF SECURITY SERVICE  
PROVIDERS FOR SAFEGUARDING AND PROTECTION TO STATE  
PROPERTIES: WESTERN CAPE REGION AS AND WHEN NEEDED FOR A  
PERIOD OF 24 MONTHS**

TENDER NUMBER: CPTSC09/22

**Changes/Amendments to Document: Responsiveness Criteria**

1. On the responsive criteria, the amendment were done **on Number Eight (8)**, added as the mandatory requirements, and read as following:
  - (Copy of valid certificate of registration issued by the National Bargaining Council for the Private Security Sector.) Therefore, this criteria has been removed form second table and transferred to the first table
2. Furthermore, within the responsive criteria **Number Nine (9)**, the criteria was amended and read as follow, **namely**
  - Submission of duly completed PA-32 and a pricing schedule (Combined Grand Total from the Pricing Schedule must be transferred to PA-32)
3. Under the Functionality Evaluation, criteria 4.1. Infrastructure Requirements, the wording Control Room was changed and amended as follow-:
  - Administrative Office
4. Provident fund was not indicated as a requirement in the second table, however, it was included in the terms of reference.
  - Currently, the Provident Fund has added to the administrative requirement on second table of PA-04.

**Changes/Amendments to Document: Functionality Criteria**

1. The second functionality, namely Infrastructure Requirements was changed completely and the accurate wording read as follow, namely

- **B. Infrastructure Requirement – Administrative Office**

Initially, for infrastructure requirements, bidders were required to provide a functional control room and currently it has been amended as the Administrative Office. The amended sentence read as follows,

The Bidder must have an Administrative Office within the Republic of South Africa. Bidders must provide proof of ownership of an existing administrative office (copy of a Tittle Deed) **OR**

Lease agreement of existing Administrative Office duly signed by lessor and lessee (Lease agreement must be valid for the duration of the contract)

- Five (5) Points = Satisfactory proof provided of ownership or lease agreement
- Zero (0) Points = No Satisfactory proof provided of ownership or lease agreement

### **Changes on the Terms of Reference**

## **2. WORKING SHIFTS**

Working shifts should commence as follows:

- 2.1 Day shift (06:00 to 18:00) and night shift (18:00 to 06:00); Mondays to Sundays and public holidays.
- 2.2 Although a month begins on the first day at 00:00 in the morning and ends on the last day of the month at midnight (23:59), for rotational basis the incoming company should take site on the first day of the month at 6:00am
- 2.3 The department prohibits any form of payment in exchange of shifts between companies

**NB: The listed items on paragraph 1 and 2 of the responsiveness criteria above are mandatory and will lead to disqualification if not attached.**

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.