



MBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THULAMELA MUNICIPALITY					
BID NUMBER:	62/2023/2024	CLOSING DATE:	19 JUNE 2024	CLOSING TIME:	11:00 AM
DESCRIPTION	PROVISION OF SECURITY SERVICES AT THULAMELA MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS

OLD AGRIVEN BUILDING					
THOHOYANDOU					
0950					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		☐ Yes ☐ 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 /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	FINANCE		CONTACT PERSON	MR DAVHANA LG	
CONTACT PERSON	MUDZILI TP		TELEPHONE NUMBER	015 962 7731	
TELEPHONE NUMBER	015 962 7629		FACSIMILE NUMBER	015 962 7731	
FACSIMILE NUMBER	015 962 4020		E-MAIL ADDRESS		
E-MAIL ADDRESS	mudziltp@thulamela.gov.za				



MBD1

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 ONLINE	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA .	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
IF 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 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

DATE:

.....



THULAMELA MUNICIPALITY

INVITATION TO BID

PROVISION OF SECURITY SERVICES AT THULAMELA MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS

Thulamela Municipality invites prospective service providers for provision of the following service:

BID NUMBER	DESCRIPTION	NON-REFUNDABLE BID PRICE	CONTACT PERSON	EVALUATION CRITERIA
NO: 62/2023/2024	Provision of security services at Thulamela Municipality for a period of three (3) years	R3.00 per page or can be downloaded from e-tender portal (www.thulamela.gov.za) for free	Mr Davhana L.G. (015 962 7731) and/or Mr Mudzili T.P. (015 962 7629)	80/20 preference points system will be used.

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) as from **10 May 2023** at a **non-refundable bid price of R3.00 per page**. or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The bidders should also download SCM forms that are found in the **SCM-FORMS** sub folder on the website and complete as part of the Bid documents.

The service providers must submit the completed Bid documents (in black ink) and hand deliver or courier them to Thulamela Municipality. All completed Bid documents (hand delivered or couriered) must be dropped in the **BID BOX** before the closing date and time of the Bids closure. The onus is on the service providers to make sure the Bid documents are submitted on time and late submission won't be accepted.

BID NUMBER 62/2023/2024: PROVISION OF PHYSICAL SECURITY SERVICES AT THULAMELA MUNICIPALITY FOR A PERION OF THREE (3) YEARS)

Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- ❖ Tax Compliance Status Letter or Tax Compliance Pin Number.
- ❖ Company registration documents (e.g. CK).
- ❖ Proof of registration on CSD.
- ❖ Proof that municipal rates & taxes that are not in arrears for more than 3 months for both company and director(s) (Proof must not be older than 3 months old from the date of the advert / letter from the municipality not older than 3 months from the date of the advert, if the business is operating in rural arrears where municipal rates and taxes are not levied; NB: Where the business operates in a leased property, please attach a lease agreement. Where the director does not own any property or is renting or is residing with family or friends etc., the owner of the property should provide a letter confirming ownership of the property and that the director is currently residing with them and attach municipal rates and taxes of the owner of the property).
- ❖ List of similar projects for government (national or provincial departments, municipalities, and state-owned companies) completed in the last 5 years (from 2019 to 2024) by the company with client's contact details and contract values. (Attach valid and signed appointment letters or purchase orders and testimonial or reference letters).
- ❖ Certified copies of ID copies of all directors.
- ❖ Valid certificate of accreditation with PSIRA for both the company and its director/s.
- ❖ Valid company letter of good standing with PSIRA.
- ❖ Valid certificate of registration with National Bargaining Council for the Private Security Sector.
- ❖ COIDA certificate issued by the department of labour.
- ❖ Clearance certificate from SAPS for both the director and supervisor.
- ❖ Liability insurance cover of R10,000,000.00 or above.
- ❖ Audited or reviewed company annual financial statements for last three (03) years.
- ❖ Valid signed or stamped bank rating letter and completed form.
- ❖ Summary of minimum wage (provide a summary minimum wage paid to guards as per grade for period of three years on company letterhead).
- ❖ Proof of registration or certification for 24-hour dedicated communication equipment (two-way radio).
- ❖ Company profile.
- ❖ Shortlisted service providers offices will be inspected in line with the specification prior appointment (Office set up, mounted safe, two-way radios, fire-arm licenses, fire-arms, uniforms).
- ❖ Service providers should not price their bids as the project is advertised on PSIRA rates and Labour laws regulations.

Tenderers should note the following: Functionality will be scored out of 100% and the minimum threshold to qualify is 70%. Tenderers who fail to meet the minimum threshold will not be considered for further evaluation.

Functionality score table:

EVALUATION CRITERIA	POINTS ALLOCATED
Company work experience	30
Key personnel	20
Security equipment's and resources	20
Methodology	10
Locality	10
Bank rating	10
TOTAL	100

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of 80/20 preferential points system.

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
1. 100% Black ownership	10
2. 100% Women ownership	5
3. Youth	3
4. Disability (Medical certificate will be used to verify the disability status of the bidder).	2

Sealed bid documents must be submitted in envelopes clearly indicating "**BID NUMBER AND DESCRIPTION**" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to Thohoyandou Civic Centre, Old Agriven Building, Thohoyandou, by no later than 11H00 on, 19 June 2024.

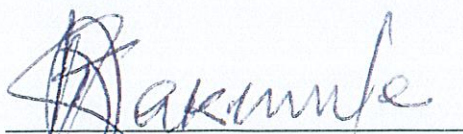
The Municipality is not bound to accept the lowest Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof.

Bids may only be submitted on the bid documentation provided by the municipality.

Please note that six (6) service providers who shall score the highest points in terms of PPPFA will be appointed to this BID as per each facility to allow equal opportunities to many service providers. (1. Head Office – 12 personnel; 2. Thohoyandou Stadium – 10 personnel; 3. Tshikombani Testing Station – 10 personnel; 4. Makwarela Stadium – 08 personnel; 5. Makhuvha Stadium – 08 personnel; and 6. Mutale Testing Station – 08 personnel and as detailed below in the specification for 24 hours daily.

This therefore means that one service provider will be appointed per facility from those who shall have scored the highest points.

NB: Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.



MAKUMULE M.T.

MUNICIPAL MANAGER

09.05.2024

DATE

FUNCTIONALITY- TENDER RATING MATRIX		A -Tender rating (score 1-5)	B- Weighting
Company work experience (please attach copy of valid and signed appointment letter or purchase order and testimonial or reference letter)	Previous awards for security services in government with the value of R 20,000,000.00 within the last five years (2019-2024).	5	30
	Previous awards for security services in government with the value of R 15,000,000.00 within the last five years (2019-2024).	4	
	Previous awards for security services in government with the value of R 10,000,000.00 within the last five years (2019-2024).	3	
	Previous awards for security services in government with the value of R 5,000,000.00 within the last five years (2019-2024).	2	
	Previous awards for security services in government with the value less than R 3,000,000.00 within the last five years (2019-2024).	1	
Key personnel (Provide detailed cv and certified certificates)	Company Director (s) Attach for all directors. (10 Points)		10
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade A or B and at least five years' experience.	5	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade A or B and at least four years' experience.	4	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade A or B and at least three years' experience.	3	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade A or B and at least two years' experience.	2	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade A or B and at least one year experience.	1	
	Operational Manager or Supervisor (10 Points)		10
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade B or C and at least five years' experience.	5	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade B or C and at least four years' experience.	4	

	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade B or C and at least three years' experience.	3	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade B or C and at least two years' experience.	2	
	Detailed CV with certified valid SAPS firearm competency certificate, PSIRA grade B or C and at least one year experience.	1	
Security equipment's and resources	Patrol vehicles (10 Points) 5 vehicles owned by the company and their certified copies of Registration Certificates. 4 vehicles owned by the company and their certified copies of Registration Certificates. 3 vehicles owned by the company and their certified copies of Registration Certificates. 2 vehicles owned by the company and their certified copies of Registration Certificates. 1 vehicle owned by the company and its certified copies of Registration Certificate.	5 4 3 2 1	10
	NB. Ownership of patrol vehicles will be subjected to verification.		10
	Security firearm competency certificates (10 points) Certified copies of 10 valid firearm competency certificates for security officers and 10 company firearm certificates. Certified copies of 8 valid firearm competency certificates for security officers and 8 company firearm certificates. Certified copies of 6 valid firearm competency certificates for security officers and 6 company firearm certificates. Certified copies of 4 valid firearm competency certificates for security officers and 4 company firearm certificates. Certified copies of 2 valid firearm competency certificates for security officers and 2 company firearm certificates.	5 4 3 2 1	
Methodology (Attach methodology document, Project implementation plan, Riot management plan, proof of monitoring systems activity and Contingency plan.)	Comprehensive methodology (10 Points) A comprehensive methodology incorporates the following elements. i. Methodology document ii. Projects implementation plan (Plan must be attached with the methodology). iii. Riot Management plan (Attach the riot management plan with the methodology). iv. Security officers monitoring system used by the company (Attach proof of the monitoring system activity) v. Contingency plan (Plan must be attached with the methodology document)	5	10

	<i>(Comprehensive methodology document with all the elements listed above and attachments will score full points under this section)</i> Moderate methodology (6 Points) methodology must incorporate the following elements. - Methodology document - Projects implementation plan (Plan must be attached with the methodology). - Riot Management plan (Attach the riot management plan with the methodology). - Security officers monitoring system used by the company (Attach proof of the monitoring system activity) - Contingency plan (Plan must be attached with the methodology document) <i>Moderate methodology document is <u>one with at least 1 of the elements or attachment not incorporated or attached</u>. Moderate methodology will weigh 3 in terms of the matrix)</i> Poor methodology (3 Points) methodology must incorporate the following elements. - Methodology document - Projects implementation plan (Plan must be attached with the methodology). - Riot Management plan (Attach the riot management plan with the methodology). - Security officers monitoring system used by the company (Attach proof of the monitoring system activity) - Contingency plan (Plan must be attached with the methodology document) <i>(Poor methodology document is <u>one with more than 1 of the elements or attachment not incorporated or attached</u>. Poor methodology will core 3 in terms of the matrix)</i>	3	
		1	
Locality	Business operating <u>within Thulamela Local Municipality</u>	5	10
	Business operating <u>within Limpopo Province</u>	3	
	Business operating <u>outside Limpopo Province</u>	1	

Bank Rating as per the attached form fully completed and stamped by the respective bank officials	Financial Rating of "A"	5	10
	Financial Rating of "B"	4	
	Financial Rating of "C"	3	
	Financial Rating of "D"	3	
	Financial Rating of "E"	1	
	No attachment	0	
TOTAL SCORE	All bidder with less than 70 points will be disqualify from further evaluation		100

2. INFORMATION REQUIRED

2.1 FINANCIAL CAPACITY (All information must be completed and signed)

The below schedule should be completed by your banker or by the financial institution where your company's bank account is held main Bank account to be utilised on this bid details of Bidder

Account Holder:

Bank: _____

Branch: _____

Account Type: _____

Account Number: _____

Branch Code: _____ Bank Rating _____

CONFIRMATION OF BANKING DETAILS BY BANK OFFICIAL

Surname: _____

Designation of
the official

Work telephone no

Bank fax no

E-mail address

SIGNATURE OF THE BANK OFFICIAL: _____

Date _____

Addition Financial Accounts:

Name of Financial Institution	Type of Account	Account Number	Bank Rating

2.2 KEY PERSONNEL EXPERIENCE **Please also attach a CV and qualifications for evaluation purposes.

NB: Key person list for this project may not be by less qualified/inexperienced personnel change during implementation of the project.

Name & Initial	Tel Number	Position in your company	Qualifications	Number of years' experience

2.2.1 Curriculum Vitae of Key Personnel (please note that if separate CV are attached, use the format provided below)

Curriculum Vitae of Key Personnel Provide separate forms for each position listed in Form: Key Personnel

Name:		Gender:
ID / Passport No:		Nationality:
Contact No:		Race:
Current position:		Years of experience:
Driving licence code:		PSIRA security grade:
Name of Employer (firm):		Years with firm:
<u>Employment Record</u>		Years with firm:
Company	Period	Capacity
<u>Experience Record Pertinent to Required service: (Please list the projects, value and year)</u>		
Project Name	Value	Year

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications, and my experience.

.....
Signature of person named in the schedule

.....
Date

BID NUMBER 62/2023/2024: PROVISION OF PHYSICAL SECURITY SERVICES AT THULAMELA MUNICIPALITY FOR A PERION OF THREE (3) YEARS)

2.2.2 Curriculum Vitae of Key Personnel (Operational Manager/Site Manager)

Provide separate forms for each position listed in Form: Key Personnel if employed by the bidder.

Name:	Gender:	
ID / Passport No:	Nationality:	
Contact No:	Race:	
Profession / Current position:	Years of experience:	
High certification in security field:	Year obtained	
Name of Employer (firm):	Years with firm:	
<u>Employment Record:</u>		
Company	Period	Capacity
<u>Experience Record Pertinent to Required service:</u>		
Project Name	Value	Year

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications, and my experience.

.....
Signature of person named in the schedule

.....
Date

PROVISION OF SECURITY SERVICES AT THULAMELA HEAD OFFICE FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
1. Thulamela Head Office	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	12 Security guards	
	<u>Day shift</u> 4 – armed security guards (full armed with firearm) 4 – unarmed security guards	08 Security guards	Daily for 36 Months
	<u>Night shift</u> 4 – armed security guards	04 Security guards	Daily for 36 Months

PROVISION OF SECURITY SERVICES AT THOHYANDOU STADIUM FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
2. Thohoyandou Stadium	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	10 Security guards	
	<u>Day shift</u> 3 – armed security guards (full armed with firearm) 2 – unarmed security guards	05 Security guards	Daily for 36 Months
	<u>Night shift</u> 3 – armed security guards 2 – unarmed security guards	05 Security guards	Daily for 36 Months

PROVISION OF SECURITY SERVICES AT TSHIKOMBANI TESTING STATION FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
3. Tshikombani Testing Station	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	10 Security guards	
	<u>Day shift</u> 3 – armed security guards (full armed with firearm) 3 – unarmed security guards	06 Security guards	Daily for 36 Months
	<u>Night shift</u> 3 – armed security guards (full armed with firearm) 1 – unarmed security guards	04 Security guards	Daily for 36 Months

PROVISION OF SECURITY SERVICES AT MAKWARELA STADIUM FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
4. Makwarela Stadium	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	08 Security guards	
	<u>Day shift</u> 2 – armed security guards (full armed with firearm) 2 – unarmed security guards	04 Security guards	Daily for 36 Months
	<u>Night shift</u> 2 – armed security guards (full armed with firearm) 2 – unarmed security guards	04 Security guards	Daily for 36 Months

PROVISION OF SECURITY SERVICES AT MAKHUVHA STADIUM FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
5. Makhuvha Stadium	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	08 Security guards	
	<u>Day shift</u> 2 – armed security guards (full armed with firearm) 2 – unarmed security guards	04 Security guards	Daily for 36 Months
	<u>Night shift</u> 2 – armed security guards (full armed with firearm) 2 – unarmed security guards	04 Security guards	Daily for 36 Months

PROVISION OF SECURITY SERVICES AT MUTALE TESTING STATION FOR A PERIOD OF THREE (3) YEARS

FACILITY	DESCRIPTION OF SERVICES	QUANTITY	UNIT
6. Mutale Testing Station	PROVISION OF SECURITY SERVICES FOR 24 HOURS DAILY	08 Security guards	
	<u>Day shift</u>		
	2 – armed security guards (full armed with firearm)	04 Security guards	Daily for 36 Months
	2 – unarmed security guards		
	<u>Night shift</u>		
	2 – armed security guards (full armed with firearm)	04 Security guards	Daily for 36 Months
	2 – unarmed security guards		

The following is a statement of similar work executed by the company in government (national or provincial departments or municipalities or state-owned entities) in the last five (5) years (2019 - 2024):

Employer, Contact person and telephone number	Description of similar contract	Value of work inclusive of VAT (Rand) if applicable	Date Completed

RETURNABLE DOCUMENTS

CHECKLIST ON MINIMUM REQUIREMENTS

To assist you with your tendering process, see a checklist on minimum requirements below.

No.	Minimum requirements	Tick	Comment if attached
1.	Complete original bid document.		
2.	Current CSD valid reports.		
3.	Valid Tax Clearance Certificate with PIN.		
4.	CK/Company registration.		
5.	Certified ID copies of all directors.		
6.	Proof that municipal rates & taxes that are not in arrears for more than 3 months for both company and director(s)		
7.	All MBD Forms must be completed and signed.		
8.	Company profile.		
9.	Functionality as per functionality matrix.		
10.	Valid certificate of accreditation with PSIRA for both the company and its director/s.		
11.	Valid company letter of good standing with PSIRA.		
12.	Valid certificate of registration with National Bargaining Council for the Private Security Sector (NBCPSS).		
13.	COIDA certificate issued by the department of labour.		
14.	Clearance certificate from SAPS for both the director and supervisor.		
15.	Liability insurance cover of R10,000,000.00 or above.		
16.	Audited or reviewed company annual financial statements for last three (03) years.		
17.	Valid signed or stamped bank rating letter and completed form		
18.	Summary of minimum wage.		
19.	Proof of registration or certification for 24-hour dedicated communication equipment (two-way radio).		
20.	List of similar projects for government (national or provincial departments, municipalities, and state-owned companies) completed in the last 5 years.		

Service Provider Representative

Name

Signature

**BID NUMBER 62/2023/2024: PROVISION OF PHYSICAL SECURITY SERVICES AT THULAMELA
MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS)**