

Guideline for Terms of reference

This tender is for the appointment of a Service Provider for the Installation, Response and Maintenance of Electronic Security System (Alarms and CCTV Cameras) for period of 3 years.

A. Background

The Moqhaka Local Municipality requires the provision of integrated Electronic Security System, Installation, maintenance, and response. The purpose thereof is to safeguard and protect the assets, personnel, and contractors of the Municipality. The ESS will enhance the integrated safety and security solutions that work in concert to give employees a glimpse of surety and piece of mind whilst at work.

B. Scope of Work / Terms of Reference

- Third-Party on-site intelligent plug-in device, which always analyses video streams from CCTV product that offers an RTSP stream that can be monitored 24/7 by the control room via internet.
- Monitoring equipment and software must work independently of telegram,
- Integration with the existing alarm system as failover and arm/ disarm of the plug -in device and alarm in case of offline,
- Provides notification and alerts for accurate human detection events with deep learning capabilities,
- Health check alerts and test notifications are in place for system function monitoring at least 15 minutes,
- Offers hardwire inputs and outputs for secondary coms or device trigger,
- Plug -in devices should store minimum of 100 images of alarm alerts,
- Provide protected date, time and action reports per site 12 months or longer. (not telegram history)
- All installation standards as per SAIDSA BY -LAW NO.9 Requirements for the installation of CCTV system,
- All prices must include complete installation with equipment, material, labour, set up miscellaneous cost and travelling,
- Pricing must exclude repair, upgrade, or expansion of the existing CCTV system,
- Training of the system must be included in pricing,
- Software licencing for complete functionality for the duration of the contract,
- Moqhaka Local Municipality's internet network system will be used and port forwarding access if needed will be done by the Municipality.

C. Estimated costs
CCTV cameras

NO	Area and Units	Specifications	Amount
1	Disaster Centre. 32 X Channel, DVR and monitor	Hardware specifications CCTV artificial intelligence plug in devices per site. - Up to 16 channel Artificial intelligence plug in device. - Resolution CIF to VGA on 8 channel and 1 MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
2	Viljoenskroon Office 16 X Channel, DVR and monitor	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
3	Steynsrus. 16 X channel, DVR, monitor	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
4	Maokeng Office. 32 X channel, DVR and monitor	- Up to 32 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
5	Matlwangtlwang Office 16 x channel, DVR and monitor	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
6	Brentpark 16 x channel, DVR and monitor	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
7	Stores 16 x channel	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R
8	Head Office 16 x channel	- Up to 16 channel Artificial intelligence plug in device - Resolution CIF to VGA on 8ch and 1MP on 16 to 32 channels for detection - Power backup 1.4 kw lithium iron Phosphate (LifePO4)	R

9	Control Room 2 x 27 – inch Full HD 8ms LCD monitor	- Operating system windows 11 (64-bit) - Intel “Core” i7 16gb ram speed 1 x HD Intel Graphics card 630 integrated	R
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Alarms

	UNITS	MONITORING FEES MONTHLY	RESPONSE FEES MONTHLY	RADIOS AND ANTENNAS ONCE OFF	ANNUAL LICENSE FEES	AMOUNT PER KILOMETER CALLOUT / RESPONSE	SMS FUNCTION OPEN / CLOSE / PANIC / ALARM	TOTAL MONTHLY INSTALLMENT
1	Business & Tourism Cross	R	R	R	R	R	R	R
2	Treasury Safe	R	R	R	R	R	R	R
3	Matlwangtlwang Main Building	R	R	R	R	R	R	R
4	Matlwangtlwang Safe	R	R	R	R	R	R	R
5	Finance Office	R	R	R	R	R	R	R
6	Housing Office	R	R	R	R	R	R	R
7	Fire Arms / Parks	R	R	R	R	R	R	R
8	Parks/ Security Offices	R	R	R	R	R	R	R
9	Electrical Admin Office	R	R	R	R	R	R	R
10	Parks/ Security Garage	R	R	R	R	R	R	R
11	Main Security Office	R	R	R	R	R	R	R
12	IT Office	R	R	R	R	R	R	R
13	Human Resources	R	R	R	R	R	R	R
14	Main Building Safe Steynsrus	R	R	R	R	R	R	R
15	Executive Mayor Office	R	R	R	R	R	R	R
16	Wanders Club	R	R	R	R	R	R	R
17	Loubscher Park	R	R	R	R	R	R	R
18	House Nursery	R	R	R	R	R	R	R
19	Nursery	R	R	R	R	R	R	R
20	Parks River Store	R	R	R	R	R	R	R
21	Parks South Cycle	R	R	R	R	R	R	R
22	Mechanical Workshop	R	R	R	R	R	R	R
23	Swimming Pool 1 Morewag	R	R	R	R	R	R	R
24	Electrical Workshop Viljoenskroon	R	R	R	R	R	R	R
25	Constantia House	R	R	R	R	R	R	R
26	Water Works	R	R	R	R	R	R	R

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27	Brentpark Hall	R	R	R	R	R	R	R
28	Nyakallong Resort	R	R	R	R	R	R	R
29	House Nyakallong	R	R	R	R	R	R	R
30	Swimming Pool 2 Morewag	R	R	R	R	R	R	R
31	Wespark Cemetery	R	R	R	R	R	R	R
32	House Water Works	R	R	R	R	R	R	R
33	House Water Works 2	R	R	R	R	R	R	R
34	Traffic 2 Chief	R	R	R	R	R	R	R
35	House 1 next to Sewerage	R	R	R	R	R	R	R
36	Works Division	R	R	R	R	R	R	R
37	Kroonpark Bedding Store	R	R	R	R	R	R	R
38	Fire Brigade Training Centre	R	R	R	R	R	R	R
39	Kroonpark Office	R	R	R	R	R	R	R
40	Fire Brigade Office	R	R	R	R	R	R	R
41	Vels Street - Substation	R	R	R	R	R	R	R
42	Station Street - Substation	R	R	R	R	R	R	R
43	Stainer Street - Substation	R	R	R	R	R	R	R
44	Main Building Safe	R	R	R	R	R	R	R
45	Rowe Street- Substation	R	R	R	R	R	R	R
46	Robertson Street – Substation	R	R	R	R	R	R	R
47	Riverside – Substation	R	R	R	R	R	R	R
48	Ramsbottom Substation	R	R	R	R	R	R	R
49	Piet De Vries Substation	R	R	R	R	R	R	R
50	Pellissier Substation	R	R	R	R	R	R	R
51	Old Sewerage	R	R	R	R	R	R	R
52	Oranje Substation	R	R	R	R	R	R	R
53	New Sewerage	R	R	R	R	R	R	R

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54	Lintott Substation	R	R	R	R	R	R	R
55	Gelukwaarts Substation	R	R	R	R	R	R	R
56	Koekoe Village Substation	R	R	R	R	R	R	R
57	Grobiersdam	R	R	R	R	R	R	R
58	Gunhill Substation	R	R	R	R	R	R	R
59	Fowler Substation	R	R	R	R	R	R	R
60	Fullard Substation	R	R	R	R	R	R	R
61	Strydomdam Substation	R	R	R	R	R	R	R
62	Traffic 1	R	R	R	R	R	R	R
63	Stores -	R	R	R	R	R	R	R
64	Viljoenskroon Substation	R	R	R	R	R	R	R
65	Coca Cola Substation	R	R	R	R	R	R	R
66	Elandia Substation	R	R	R	R	R	R	R
67	Alwyn Schlebusch Substation	R	R	R	R	R	R	R
68	10 Avenue – Substation	R	R	R	R	R	R	R
69	11 Avenue Substation	R	R	R	R	R	R	R
70	Derksen Substation	R	R	R	R	R	R	R
71	7 Avenue Main Substation	R	R	R	R	R	R	R
72	Electrical Instrument Store	R	R	R	R	R	R	R
73	Electrical Workshop	R	R	R	R	R	R	R
74	Brentpark Office Safe	R	R	R	R	R	R	R
75	Civic Theatre	R	R	R	R	R	R	R
76	Main Building Steynsrus	R	R	R	R	R	R	R
77	Rammulotsi Office	R	R	R	R	R	R	R
78	Viljoenskroon Main Building	R	R	R	R	R	R	R
79	Rammulotsi Office Safe	R	R	R	R	R	R	R
80	Kroonstad Main Building	R	R	R	R	R	R	R
81	Brentpark Office	R	R	R	R	R	R	R
82	Old Rose Substation	R	R	R	R	R	R	R
83	Viljoenskroon Main Building Safe	R	R	R	R	R	R	R
84	Hospital Street Substation	R	R	R	R	R	R	R
85	Marais Street Substation	R	R	R	R	R	R	R
86	Maokeng Substation	R	R	R	R	R	R	R

87	Khalane Street Substation	R	R	R	R	R	R	R
88	Phomolong Substation	R	R	R	R	R	R	R
89	Phomolong 1 Substation	R	R	R	R	R	R	R
90	Seeisoville 2 Substation	R	R	R	R	R	R	R
91	Seeisoville Substation	R	R	R	R	R	R	R
92	Cnr Alwyn Schlebusch & Britz Str	R	R	R	R	R	R	R
93	Van Der Merwe Street Substation	R	R	R	R	R	R	R
94	Brits Street Substation	R	R	R	R	R	R	R
95	Klomp Street Substation	R	R	R	R	R	R	R
96	Meyer Street Substation	R	R	R	R	R	R	R
97	Carl Preller Street Substation	R	R	R	R	R	R	R
98	Rautenbach Street Substation	R	R	R	R	R	R	R
99	Phillip Street Substation	R	R	R	R	R	R	R
100	Van Heerden Street Substation	R	R	R	R	R	R	R
101	Botha Street Substation	R	R	R	R	R	R	R
102	Jim Fouche Street Substation	R	R	R	R	R	R	R
103	Strang Street 1 Substation	R	R	R	R	R	R	R
104	Strang Street 2 Substation	R	R	R	R	R	R	R
105	Spatial Planning	R	R	R	R	R	R	R
106	Watt Circle	R	R	R	R	R	R	R
107	Matlwangtlwang Hall	R	R	R	R	R	R	R
108	Seeisoville Stadium Hall	R	R	R	R	R	R	R
109	Steynsrus Old Age Home Substation	R	R	R	R	R	R	R
110	Viljoenskroon Goldberg Street Sub	R	R	R	R	R	R	R
111	Steynsrus Mills Substation	R	R	R	R	R	R	R
112	Viljoenskroon Steynberg Street Sub	R	R	R	R	R	R	R
113	Viljoenskroon Sewer Work Sub	R	R	R	R	R	R	R
114	Viljoenskroon Steyn Street Sub	R	R	R	R	R	R	R
	Total							R

In terms of Section 116 (2) of the MFMA, the municipality is required by Law to monitor the performance of service providers monthly in line with the performance areas as stipulated in the Service Level Agreement (SLA). The monitoring of panels will be done as and when their services are utilised.

D. Preferential Points System

Indicate whether the tender will be evaluated in terms of 80/20 below a 50 million and 90/10 above 50 million.

80/20

A maximum of 20 points (80/20 preference points system), will be allocated for specific goals.

80 – Price

20 – Specific Goals (**Locality = 15, Youth Ownership = 5**)

E. Duration of the Contract

State how long the contract will take

3 Years

F. Applicable Functional or Technical Evaluation Criteria

See examples of Functional Evaluation Criteria below in Annexure A

SECURITY COMPLIANCE DOCUMENTS:

The bidder **must** submit the certified copies of the following documents to comply

- Valid PSIRA certificate.
- Letter of good standing PSIRA.
- Valid ICASA license.
- Proof of comprehensive Liability Insurance cover
- Police Clearance certificate of Director/s.
- Valid and certified copy of a Letter of good standing compensation & injury Diseases Act.

Technical or Functional Evaluation Criteria and Functional Evaluation Report Guideline

Only those tenderers who score the minimum of 70 points in respect of the following criteria are eligible for further evaluation.

Criteria	Weight	Points allocation	Documents to be submitted as proof to score points
Previous experience from the company with similar projects or contracts		30	For the Bidder(s) to be considered, the bidder(s) must provide written, signed, and contactable references and appointment letters on a letterhead from clients.
• 5 or more References and Appointment letters	5		
• 4 Reference and Appointment letters	4		
• 3 Reference and Appointment letters	3		
• 2 Reference and Appointment letters	2		
• 1 Reference and Appointment letter	1		
• No Reference and No Appointment letter	0		
Operational Technicians x 3		20	Comprehensive Curriculum Vitae of Technicians demonstrating knowledge, expertise and training attended on Electronic Security System. Qualifications and proof of training to be attached • Certified Copy of matric certificate • Certified copy of Private Security Industry Regulatory Association (PSIRA) certificate • Certified Electronic Security Systems Certificate
• CV and Certified Matric Certificate and Certified PSIRA Certificate and Certificate	5		
• CV and Certified Matric Certificate and Certified PSIRA Certificate Not Attached	0		
Police Clearance Certificate and PSIRA Registration		35	The bidder must strictly provide the required documents of Technicians x 3 (Police Clearance Certificate and PSIRA Registration)
• Police Clearance Certificate and PSIRA Registration attached	5		
• Police Clearance Certificate and PSIRA Registration not attached	0		

Liability Cover (Excess of R10 000 000.00 and above)		15	Comprehensive schedule of Liability cover detailing all important areas inclusive of negligence to the excess of R10 000 000.00 and above
• Liability cover	5		
• No Liability cover	0		
Total		100	