



REQUEST FOR PROPOSALS: APPOINTMENT OF A SUITABLE SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION AND MAINTENANCE OF AN INTRUDER ALARMS SYSTEMS, MONITOR AND ARMED RESPONSE AT NHBRC TWENTY-TWO (22) OFFICES FOR A PERIOD OF THREE (03) YEARS

RFP NO: NHBRC 05/2021

CLOSING DATE: 07 JUNE 2021

TIME: 11:00AM

**VENUE: NHBRC HEAD OFFICE:
27 LEEUWKOP ROAD
SUNNINGHILL
JOHANNESBURG**

NON-COMPULSORY BRIEFING SESSION

DATE: 21 MAY 2021

TIME: 11:00AM

**VENUE: NHBRC HEAD OFFICE
27 LEEUWKOP ROAD
SUNNINGHILL
JOHANNESBURG**

NB: PLEASE INDICATE WHICH PROVINCE YOU ARE BIDDING FOR:

PROVINCE:

NAME OF BIDDER:.....

1 TERMS AND CONDITIONS

This Request for Proposal (RFP) has been compiled by the NHBRC and it is made available to the Bidders on the following basis.

Bidders submitting a Bid in response to this RFP are deemed to do so, on the basis that they acknowledge and accept the terms and conditions set out below:

- 1.1 The Bidder must be registered on the National Treasury's Central Supplier Database ("the CSD") and ensure that, if it is successful, it remains so registered and further ensure that the information on the CSD is up-to-date for the duration of the contract.
- 1.2 The Bidder must ensure that it is tax compliant at the time of submitting its bid in response to this RFP, and if it is successful, it remains tax compliant for the duration of the contract. In this regard, the Bidder undertakes to provide the NHBRC with a Tax Clearance Certificate issued by the South African Revenue Services ("SARS") on an annual basis, confirming that it is tax compliant.
- 1.3 The NHBRC reserves the right to amend, modify or withdraw this RFP or amend, modify or terminate any of the procedures or requirements set out herein at any time (and from time to time), without prior notice and without liability to compensate or reimburse any person.
- 1.4 If the NHBRC amends this RFP, the amendment will be sent to each Bidder in writing or publicized as the case maybe. No oral amendments by any person will be considered or acknowledged.
- 1.5 The NHBRC reserves the right to carry out site inspections or call for supporting documentation in order to confirm any information provided by a Bidder in its RFP Bid.
- 1.6 This RFP is not intended to form the basis of a decision to enter into any transaction involving the NHBRC, and does not constitute an offer or recommendation to enter into such transaction, or an intention to enter into any legal relationship with any person.
- 1.7 A Bid submitted in response to this RFP will constitute a binding offer which will remain binding and irrevocable for a period of ninety (90) days from the date of submission to the NHBRC. The offer constituted by the Bid will be deemed not to have been accepted and no agreement will be deemed to be reached with any Bidder, unless and until a binding Agreement and other related transactions/documents are concluded between the NHBRC and the Preferred Bidder.
- 1.8 The distribution of this RFP outside the Republic of South Africa may be restricted or prohibited by the laws of other countries. Recipients of this RFP are advised to familiarize themselves with and comply with all such restrictions or prohibitions applicable in those jurisdictions, and neither the NHBRC, nor any of their respective directors, officers, employees, agents, representatives or advisors, accepts liability to any person for any damages arising out of or in connection with the breach of any restriction or provision outside the Republic of South Africa. Persons contemplating submitting a Bid are advised to obtain legal advice as to the possible consequences thereof in terms of the law of the jurisdictions in which they are located.
- 1.9 Recipients of this RFP document may only distribute it to other parties whom they wish to involve as part of their Bidder consortium in submitting a Bid.

- 1.10 Neither the NHBRC nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting a Bid in response to the RFP.
- 1.11 No entity may be involved, whether directly or indirectly, in more than one Bid in response to this RFP. Failure to comply with this requirement may, within the sole discretion of the NHBRC, result in disqualification of the relevant entity.
- 1.12 Any material change in the control and/or composition of any Bidder or any core member of a Bidder after submission of a Bid, shall require the prior written approval of the NHBRC, and any failure to seek such approval from the NHBRC shall result in the NHBRC being entitled, in its sole discretion, to disqualify the relevant Bidder from any further participation in the Bid process. The NHBRC shall be the sole arbiter as to what constitutes a “material change in the control and/or composition of any Bidder”, and as to what constitutes a “core member of a Bidder” for purposes of such approval. Any request for such approval shall be made to the NHBRC’s Supply Chain Management (“SCM”) in writing and shall provide sufficient reasons and information to allow the NHBRC to make a decision. The NHBRC reserves the right to accept or reject any such request for approval at its sole discretion.
- 1.13 Briefing Session: There will be non-compulsory briefing session. The sharing of information and clarifications of issues related to this Bid, as given by the NHBRC will form part of this Bid and responses.
- 1.14 Any requirement set out in this RFP that stipulates the form and/or content of any aspect of a Bid, is stipulated for the sole benefit of the NHBRC, and save as expressly stated to the contrary, may be waived by the NHBRC in its sole discretion at any stage in the RFP process.
- 1.15 The NHBRC and its advisors shall rely on a Bid as being accurate and complete in relation to the information and proposals provided therein by the Bidders.
- 1.16 All Bids submitted to NHBRC will become the property of the NHBRC and will as such not be returned to the Bidder. The NHBRC will make all reasonable efforts to maintain proposals in confidence. Proprietary information should be identified as such in each proposal.
- 1.17 The Bid submitted by the bidder shall be considered irregular if they show any omissions, alteration of form, additions, or conditions not called for, or irregularities of any kind. However, the NHBRC reserves the right to waive any irregularities and to make award in the best interest of the company.
- 1.18 Bids must only be submitted on documentation provided by the NHBRC. Late, emailed, faxed and telegraphic bids will not be considered.
- 1.19 The NHBRC reserves the right to accept or reject the Proposal.
- 1.20 RFP’s shall be rejected, among other reasons, where Bids are received after the closing date and time as specified in the RFP.
- 1.21 Potential service provider(s) shall be disqualified and their Bids not considered among other reasons, for any of the following specific reasons:
 - 1.21.1 If the SCM Mandatory Documents are not submitted and completed as per this RFP; and/or
 - 1.21.2 The Bid contains irregularities.

1.22 The NHBRC reserves the right to require that any bidder provide a formal presentation of its RFP at a date and time to be determined by the NHBRC. The NHBRC shall provide all instructions and clarification regarding the purpose and scope of the presentation. All expenses must be borne by the bidder.

1.22.1 All costs associated with the preparation and submission of the Bid is the responsibility of the Bidder. The costs shall not be chargeable to the NHBRC by successful or unsuccessful Bidder.

1.22.2 This document is released for the sole purpose of responding to this RFP and must be considered confidential. In addition, the use, reproduction or disclosure of the requirements, specifications or other material in this RFP is strictly prohibited.

1.22.3 All Bids must be formulated and submitted in accordance with the requirements of this RFP.

2 BACKGROUND

2.1 ABOUT THE NHBRC

2.1.1 The National Home Builders Registration Council (NHBRC) is a regulator established in terms of section 2 of the Housing Consumers Protection Measures Act 95 of 1998 (“the Act”). Section 3 of the Act provides that the objects of the NHBRC are to:

- (a) represent the interests of housing consumers by providing warranty protection against defects in new homes;
- (b) regulate the home building industry;
- (c) provide protection to housing consumers in respect of the failure of home builders to comply with their obligations in terms of this Act;
- (d) establish and to promote ethical and technical standards in the home building industry;
- (e) improve structural quality in the interests of housing consumers and the home building industry;
- (f) promote housing consumer rights and to provide housing consumer information;
- (g) communicate with and to assist home builders to register in terms of this Act;
- (h) assist home builders, through training and inspection, to achieve and to maintain satisfactory technical standards of home building;
- (i) regulate insurers contemplated in section 23 (9) (a); and
- (j) in particular, achieve the stated objects of this section in the subsidy housing sector.

2.2 NHBRC OFFICES

2.2.1 The NHBRC is a medium sized organization with a staff compliment of approximately 700 employees. The NHBRC’s Head Office is located in Sunninghill, Gauteng, with nine (09) Provincial Offices of varying size and 12 Satellite Offices which are located in the following areas:

	NHBRC OFFICE LOCATIONS	#	NHBRC OFFICE LOCATIONS
1	Head Office, (Sunninghill)	13	Eastern Cape (East London) - Satellite
2	Gauteng (Tshwane Office)	14	Western Cape (George) - Satellite
3	Kwa-Zulu Natal(Durban) – Provincial	15	North West (Klerksdorp) - Satellite

4	Western Cape (Cape Town) – Provincial	16	Limpopo (Tzaneen) - Satellite
5	Eastern Cape (Port Elizabeth) – Provincial	17	Limpopo (Modimolle) - Satellite
6	North West (Rustenburg) – Provincial	18	Mpumalanga (Witbank) - Satellite
7	Limpopo (Polokwane) – Provincial	19	Free State (Bethlehem) – Satellite
8	Mpumalanga (Nelspruit) – Provincial	20	North West (Mafikeng) – Satellite
9	Free State (Bloemfontein) – Provincial	21	Limpopo (Thulamela) – Satellite
11	Kwa-Zulu Natal (Newcastle) - Satellite	22	Eric Molobi Innovation Hub (Soshanguve)
12	Kwa-Zulu Natal (Richards Bay) - Satellite		

3 INTRODUCTION

The National Home Builders Registration Council is mandated by the Housing Consumers Protection Measures Act, 1998 (Act No. 95 of 1998) to regulate the homebuilding industry and protect housing consumers. The NHBRC ensures that it delivers on its mandate by delivering on its products and services, and the key performance indicators that are contained in the organizational scorecard.

VISION

To be the Champion of the Housing Consumers.

MISSION

To Protect the Housing Consumers and to Regulate the Homebuilding Environment.

MOTTO

Assuring Quality Homes.

STRATEGY OF NHBRC

The strategy of the NHBRC is based on the following pillars:

- To ensure that housing consumers and home builders are educated on their rights and obligations.
- To entrench a culture of compliance through fair and efficient enforcement mechanisms
- To research and introduce innovative products, methods and technologies within the homebuilding industry.
- To maintain a sustainable warranty fund.

4 OBJECTIVE

- 4.1 To invite bids from suitable service providers for the supply, installation and maintenance of alarm systems, monitoring and armed response for the NHBRC Nationally for a period of (3) years

5 SCOPE OF WORK.

- 5.1 The successful bidder/bidders will be expected to execute and conduct the following task at the NHBRCs Offices as listed below.

6 ALARM INSTALLATION SYSTEM, MONITORING AND ARMED RESPONSE

- 6.1 Supply, Install and maintain intruder alarm system
- 6.2 The bidder must provide the latest technology of wireless, remote monitoring (alarm) system with video verification including battery backup. The proposed alarm system must have the following capability:
- 6.2.1 Integration with CCTV recorder (where applicable) to activate cameras on an alarm event to detect movement and send a video clip;
 - 6.2.2 Have a response strategy (e.g. audible siren, response time, and 18h00 to 06h00 armed response backup);
 - 6.2.3 Notify selected NHBRC representatives either by SMS and or telephone call.
 - 6.2.4 Provision, installation and commissioning of the latest alarm system (Panel, keypad, Door contacts, battery backup and siren)
- 6.3 The provided equipment will be the responsibility of the bidder who will conduct preventative maintenance and replace faulty equipment for the duration of the contract. The preferred bidder will provide a maintenance schedule for approval by the Chief Risk Officer (CRO). The system remains the property of the service provider upon expiry of the contract.
- 6.4 Training of users of the electronic security system and skills transfer to the NHBRC security specialist.
- 6.5 Include a business continuity plan in your methodology and approach.
- 6.6 The maintenance and warranty plan for the security equipment installed must be included in the approach and methodology.
- 6.7 Operating manuals of the system installed in accordance with all requirements of the specifications.

7 ARMED REACTION

- 7.1 Have a response strategy (e.g. audible siren, response time, and 18h00 to 06h00 armed response backup on daily basis, and 24 hours over the weekend and public holidays. Armed officer must be dressed in full company uniform when on duty.

7.2 NHBRC Offices:

Head Office- (Sunninghill)	North West (Rustenburg) Provincial	Kwa-Zulu Natal (Newcastle) Satellite
Gauteng (Tshwane Office)	Limpopo (Polokwane) Provincial	Kwa-Zulu Natal (Richards Bay) Satellite
Kwa-Zulu-Natal-Durban) Provincial	Mpumalanga (Nelspruit) Provincial	Eastern Cape (East London) Satellite
Western Cape (Cape Town) Provincial	Free State (Bloemfontein) Provincial	Western Cape (George) Satellite
Eastern Cape (Port Elizabeth) Provincial	Northern Cape (Kimberly) Provincial	North West (Klerksdorp) Satellite
Limpopo (Tzaneen) – Satellite	Free State (Bethlehem) Satellite	Eric Molobi Innovation Hub (Soshanguve)
Limpopo (Modimolle) Satellite	North West (Mafikeng) Satellite	
Mpumalanga (Witbank) Satellite	Limpopo (Thulamela) Satellite	

7.3 Attached is the diagram of NHBRC Offices with addresses

Sites where project execution will take place

NHBRC OFFICE LOCATIONS			
1.	Gauteng; Head Office (Sunninghill) Address: 27 Leeuwkop Road, Sunninghill Johannesburg	12.	Eric Molobi Innovation Hub (Soshanguve) Address: 224 Juventus Street, Thorntree View Soshanguve
2	iParioli Office Park, Block A3, 1166 Park Street Hatfield	13.	Newcastle – Satellite Address: Suite 3 1 st Floor 2 Whyte Street
3.	Kwa-Zulu Natal (Durban) Address: Marine Building, Suite 502, 5th Floor, Dorothy Nyembe Street	14.	Richards Bay – Satellite Address: 5 th Floor 7 Penny Ln CBD

4.	Western Cape (Milnerton) – Provincial Address: Centennial Office Park First Floor, East Block Century City Milnerton 7441	15.	George Address: 1st Street 14 Fairview Office Park
5.	Eastern Cape (Port Elizabeth) – Provincial Address: No. 40 Pickering Street Newton Park	16.	East London – Satellite Address: 8 Princes Road Vincent
6.	North West (Rustenburg) – Provincial Address: North Block No 28, 67 Brink Street	17.	Klerksdorp – Satellite Address: 29 President Kruger Street, Sanlam Park Building
7.	Limpopo (Polokwane) – Provincial Address: Std Bank Square, Suite 1A, 1st Floor, 50 Schoeman Street	18.	Tzaneen – Satellite Address: 61 F Bert Booyesen Street
8.	Mpumalanga (Nelspruit) – Provincial Address: Suite 201, Medcen Building 14 Henshall Street	19.	Emalaheni (Witbank) – Satellite Address: Smokey Mountain Office Village, Route N4 Business Park, Ground & 3rd Floor, Ben Fleur X 11
9.	Free State (Bloemfontein) – Provincial Address: KPMG Building, 200 Nelson Mandela Drive, Brandwag	20.	Bethlehem – Satellite Address: 6A, Corner President Boshoff and Bruwer Street
10.	Northern Cape (Kimberley) – Provincial Address: 10 Olivier Street Montreo Park, Block 2 Ground Floor, Right Wing	21.	Mahikeng – Satellite Address: Shop 38, Mega City Shopping Centre, Cnr Sekame and Dr James Moroka Drive
11.	Thulamela – Satellite Address: Thulamela Municipality Room 105, 1st Floor Old Agriven Building, Civic Centre	22.	Modimolle office. 27 Chris Hani Street Modimolle

8 DURATION OF THE CONTRACT

8.1 The service provider and NHBRC will enter into a three (3) years SLA on an effective date to be determined by the parties.

9 FUNCTIONAL EVALUATION CRITERIA

9.1 The evaluation of the functional/technical detail of the proposal will be based on the following criteria:

Functional Factors	Criteria Description
1. Number of years rendering Alarm monitoring and armed response service	At least five (5) years' experience the company has been providing Alarm monitoring and armed response service. Company profile must clearly indicate the number of years in business providing Alarm monitoring and armed response service
2. Client references	At least five (5) contactable references where supply, installation and maintenance of alarm systems, monitoring and armed response were successfully implemented
3. Site Visit	The NHBRC will conduct a site visit and bidder must meet all the requirements on-site inspection listed in Part 2 below

Proposals with functional/technical points that are less than minimum threshold of 70 points will be eliminated from further evaluation.

10 ELIMINATION CRITERIA

10.1 Proposals that do not meet the stipulated conditions of the NHBRC will be eliminated.

11 REPORTING

11.1 The report format will be agreed upon between the service provider and NHBRC Chief Risk Officer

11.2 The service provider shall provide monthly, quarterly, and annual reports to management.

12 TRACK RECORD

12.1 A complete list of the five (5) most recent projects that were successfully completed within supply, installation and maintenance of alarm monitoring and armed response service signed off by the accounting officer or his/her delegated is required.

13 TECHNICAL DATA TO BE SUBMITTED BY BIDDER

13.1 General Information

13.1.1 The NHBRC requires the Goods or Services of interested and competent organisations or companies that are experienced in supply, installation and maintenance of alarm monitoring and armed response and the Service Provider is expected to provide proof of expertise.

13.2 Requisites of the Service Provider:

13.2.1 A detailed proposal and project plan

- Understanding of terms of reference.
- Team composition competencies (please attach CVs and indicate roles of individuals).
- Quality Assurance measures (process and control).
- Detailed Pricing Schedule (Refer to Annexure 1 for pricing schedule as attached on this document)

13.3 Documents to be submitted:

13.3.1 At least five (5) projects the bidder has completed in the last five years. The bidder must submit a summary of the projects in the format presented below:

Name of Project	Project Description	Project Period (Start date – End date)	Contract Value (incl. VAT)	Client Name	Client Contact Tel

Name of project:

Name of Client:

Client Contact Details

 Contact person:

 Role in Project:

 Contact Tel No:

 Contact Cell:

Project Start Date:

Project Completion Date:

Contract Amount (incl. VAT):

Summary of Project (maximum 200 words).

Note: Please attach a reference letter from the client indicating successful completion of the project as per the client's brief. (Excluding the NHBRC)

13.3.2 Expertise and experience of key personnel

13.3.3 The successful service provider will be required to provide the expertise, qualifications, and experience to successfully deliver supply, installation and maintenance of alarm monitoring and armed response service

13.3.4 Suitably qualified and experienced technical personnel must be assigned to this project. Please complete a summary detail of the main Project Team in the format shown below:

NO	PROJECTS COMPLETED IN THE LAST FIVE (5) YEARS					
	Full Name	Role in Project	Current Academic Qualifications	Key Area of Specialization	Years of Experience in the industry	Professional Registration
1.						
2.						
3.						
4.						
5.						

*Please attach recently (last 6 months) certified copies of academic qualifications.

Note, in addition please provide the following:

- CV for each of the project team members highlighting specific and relevant qualifications and experience.
- Key personnel may only be replaced by the personnel with similar expertise over the life of the contract and written permission must be obtained from the NHBRC.

14 TECHNICAL AND PRICE EVALUATION CRITERIA

14.1 In accordance with the NHBRC Supply Chain Management Policy, the bid evaluation process shall be carried out in three (3) stages namely:

14.1.1 Stage 1: Compliance check of Mandatory Requirements;

14.1.2 Stage 2: Functional Evaluation Criteria

14.1.3 Stage 3: Price and Preference Points Evaluation

Stage 1: Compliance check of Mandatory Requirements

The service provider(s) must indicate compliance with mandatory requirements by **ticking under** “Comply” or “Not comply”. Failure to comply with the mandatory requirements on the table listed below will invalidate your bid.

Technical Mandatory Requirements	Comply	Not Comply
Original/Certified copy of a valid PSIRA Certificate with a grade A/B for Directors		
Original/Certified copy of a valid Letter of good standing issued by PSIRA for the company		
Original/Certified copy of a valid Provident fund letter issued by an accredited Institution		
Original/Certified copy of a valid SAPS Clearance Certificate (For all Directors)		
A valid COIDA – Letter of good standing as issued by Department of Labour		
A valid UIF – Letter of good standing as issued by Department of Labour		
Original/Certified copy of a copy of Valid Company registration certificate and Certified copies of owners, directors and partners.		
Letter of intent Liability cover of R 10 000 000.00 or Liability cover of R 10 00 000 000.00		
Original/Valid certified copy of ICASA license or MOU from service provider with valid ICASA license		
Original/Valid certified copy of Institute of Risk Management South Africa (IRMSA) Corporate membership		

14.2 In order to be considered each service provider is required to submit the following mandatory documentation:

All mandatory documents as per the SCM Mandatory Checklist in this RFP should be completed in full, signed and submitted with the Bidder’s response to this RFP. Failure to comply with this requirement or submission of false, fraudulent or misleading information or documents will result in the disqualification of the Bidder or termination of the successful bidder’s contract. In this regard, the NHBRC reserves its rights to take appropriate legal action.

DOCUMENTS TO BE SUBMITTED			
No.		Please note the items marked with an (X) are mandatory documents and failure to meet the requirements will result in your bid being disqualified.	Yes/No
1.		Valid B-BBEE Status Level or Copy/Sworn affidavit signed by the Commissioner of Oaths	
2.	X	SBD1 (Invitation to bid, make sure it is completed and signed)	
3	X	SBD 3.1 - Pricing Schedule (Firm Price)	
4	X	Annexure 1-Pricing schedule (including a detailed costing breakdown of all costs and escalation per annum)	

5.	X	SBD 4 (Declaration of interest, make sure it is completed and signed)	
6.	X	SBD 6.1 (Preference claim form should be completed and signed, regardless if points are claimed or not)	
7.	X	SBD 8 (Declaration of Bidder's past supply chain management practices, Make sure it is completed and signed)	
8.	X	SBD 9 (Certificate of independent bid determination, make sure it completed and signed)	
9.	X	The document mentioned on the technical mandatory requirements (Stage 1)	
10.		CSD/Central Supplier Database supplier number report	
11.		General Conditions of the contract (GCC).	

Stage 2: Functionality in terms of the set technical evaluation criteria

Bids must fully comply with all the Mandatory Requirements for the **Stage 1: Compliance check of Mandatory Requirements** in order to qualify for **Stage 2: Functional Evaluation** and those bids which failed to comply with all the requirements of Stage 1 will be invalidated or disqualified from the process. Functionality Evaluation (Combination of Paper Based and site inspection Criteria) = 70 points out of 100 points.

- i. Paper Based Evaluation – Bidders will be evaluated out of 80 points and bidders are required to achieve minimum threshold of 56 points out of 80 points. Only bidders who achieve a minimum of 56 points, a site inspection will be conducted by the Bid Evaluation Committee.
- ii. Site Inspection – Bidders will be evaluated out of 20 points and are required to achieve minimum threshold of 14 points out of 20 points.
- iii. **The overall combined score for paper based and site inspection must be equal or above 70 points to proceed to Stage 3 for Price and BBEE evaluations.**

The bidder's information will be scored according to the following points system:

Paper based evaluation:

- Details as per the proposal Stage 2: Part 1 - Functionality score 80:

Site inspection evaluation

- Details as per the proposal Stage 2: Part 2 - Site inspection score 20
- **OVERALL COMBINED POINTS: 100**

<p>Reference Letters</p> <p>The service provider must provide five (5) positive written contactable references indicating the similar services rendered. Reference letters that relates to supply, installation and maintenance of alarm monitoring and armed response service</p> <p>The reference letters from the clients of a bidder must include:</p> <ul style="list-style-type: none"> • Company name • Company letterhead • Contact person and contact telephone numbers • The letter must be signed by a duly authorised person <p>Bidders Reference Letters</p> <p>0 Reference Letters = 0 Points 1 Reference Letters = 1 Point 2 Reference Letters = 2 Points 3 Reference Letters = 3 Points 4 Reference Letters = 4 Points 5 Reference Letters and more = 5 Points</p>	<p>30</p>
<p>SUB-TOTAL</p>	<p>80 Points</p>
<p>MINIMIUM QUALIFYING REQUIREMENT</p>	<p>56 Points</p>

NB: Only bidders who score 56 Points or more points will qualify for a site visit.

PART 2

The site visit will consist of the following:

<p>Site Visit</p>	<p>Site Infrastructure Control</p> <p>NHBRC will conduct a site presentation and the following will be assessed:</p> <ul style="list-style-type: none"> • The bidder has an office and is operating as alarm service provider; provide copy of latest lease agreement or utility bill. • The bidder does in fact have all the security infrastructure, functional control room with: Alarm Monitoring and Armed Response <ul style="list-style-type: none"> • Telephones • Fax / Email • Base Radios • Vehicles 	<p>20 Points</p>
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	<ul style="list-style-type: none"> • Uniforms • Emergency Procedures <p>Original/Valid certified copy of ICASA license or MOU from service provider with valid ICASA license</p> <p>Bidder meet all the requirement on-site inspection = 5 points</p> <p>Bidder did not meet all the requirement on-site inspection = 0 points</p>	
SUB- TOTAL		20 Points
MINIMUM QUALIFYING REQUIREMENT		14 Points
BIDDER who scores total of 70 Points on two stages (Paper and site visit) will qualify for further evaluation which is Price and Preference points system.		

The minimum threshold for functionality is 70 out of 100 points. Bidders who fail to meet minimum threshold will be disqualified and will not be evaluated further for price and preference points.

Stage 3: Price and Preference Points Evaluation

Only bids that obtained a minimum qualifying score (**70 points**) for **Stage 2 (Functional Requirements)** will be evaluated further.

The contract will be awarded in terms of Regulations 4 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and Preferential Procurement Regulations, 2017 and bids will be adjudicated in terms of a (80/20) preference point system in terms of which points are awarded to bidders on the basis of:

80/20 Preference point system (for acquisition of services, works or goods with a Rand value not more than R 50 million) (all applicable taxes included)

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

Where;

P_s = Points scored for comparative price of bid or offer under consideration

P_t = Comparative price of bid or offer under consideration

P_{min} = Comparative price of lowest acceptable bid or offer.

The points scored will be rounded off to the nearest two decimal places.

The points will be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

BBBEE Level	80/20
Level 1	20
Level 2	18
Level 3	14
Level 4	12
Level 5	8
Level 6	6
Level 7	4
Level 8	2
Non-Compliant Contributor	0

The points scored for price will be added to the points scored for B-BBEE status level to obtain the Bidders total points scored out of 100 points.

15 RFP SUBMISSION INSTRUCTIONS

15.1 All RFP documents must be sealed in a clearly marked envelope and deposited into the tender box at the **NHBRC HEAD OFFICE: 27 LEEUWKOP ROAD, SUNNINGHILL, JOHANNESBURG.**

16 AVAILABILITY OF THE RFP DOCUMENT

16.1 Bid documents can be downloaded on the NHBRC Website (www.nhbrc.org.za/current-tenders) from the **16 May 2021**.

16.2 There will be non-compulsory briefing session that will be held on the **21 May 2021 at 11h00am** at the NHBRC HEAD OFFICE: 27 LEEUWKOP ROAD, SUNNINGHILL, JOHANNESBURG.

17 RFP CLOSING DATE

17.1 Bid documents should be marked for Attention: Supply Chain Manager and deposited into the Bid boxes at the NHBRC National Office, 27 Leeuwkop Road, Sunninghill on or before the **07 June 2021 at 11h00**. No emailed or faxed bids will be accepted. The bid document should be supplied in a sealed envelope and clearly marked (**Copy or Original**) with the bid number and the full name of the service provider.

17.2 No late submissions will be accepted.

18 VALIDITY PERIOD OF BIDS

18.1 All bids submitted by the bidders must be valid for a period of 90 days from the closing date specified above.

19 ADMINISTRATIVE ENQUIRIES

19.1 The administrative enquiries may be directed to:

Department: Supply Chain Management

Contact Person: Ms.Paballo Relela, Mr.Bernard Kekana

E-mail address: Tenders@nhbrc.org.za

20 SUBMISSIONS OF PROPOSALS

- 20.1 Submission of bid should include **one** (1) original and **three** (3) copies of the proposals in a clearly marked (**Copy or Original**) envelope and deposited into the Bid box.
- 20.2 All costs and expenses incurred by the Bidder relating to the participation in, and preparation of this proposal process shall be borne by the Bidder exclusively. All documentation and manuals submitted in respect of this RFP shall be retained by NHBRC, whether or not the proposal is accepted.

ANNEXURE 1: PRICING SCHEDULE

Supply, installation and maintenance of alarm monitoring and armed response	Unit Price (Excl. VAT) Year 1 (2021)	Unit Price (Incl. VAT) Year 1 (2021)	Unit Price (Excl. VAT) Year 2 (2022)	Unit Price (Incl. VAT) Year 2 (2022)	Unit Price (Excl. VAT) Year 3 (2023)	Unit Price (Incl. VAT) Year 3 (2023)
TOTAL						

NB: Please provide unit prices and VAT inclusive pricing for the appointment of a service provider for the provision for the supply, installation and maintenance of alarm monitoring and armed response for the NHBRC. For comparative purposes, prices must be quoted in terms of the above table.