

**SECURITY AND FACILITIES  
MANAGEMENT**Second Floor, Tirelo Building  
Albert Luthuli Drive  
Mafikeng, 2745, P/Bag X 19 Mmabatho 2735  
Tel: +27 (18) 200 8171**SCHEDULE OF QUESTIONS AND ANSWERS****CS&TM01/20/21: PROVISION OF PHYSICAL SECURITY SERVICES TO THE DEPARTMENT OF COMMUNITY SAFETY AND TRAPORT MANAGEMENT AT FOUR DISTRICT MUNICIPLITIES IN THE NORTH WEST PROVINCE FOR THE ERIOD OF THREE YEARS.****BID CLOSING DATE : 03/07/2020****FAQs**

**Q1:** On page 22 of 51 Sections 13.1.1 it advises that we should submit only one bid per region. The fact is further highlighted on page 23 of 51 Section 13.2. While we do not have a problem with the department only awarding a single bidder region, we do have a problem with the fact that we are only allowed to submit a bid for only one region as we understand the document. We would like to submit a bid for each region and only be awarded one if our bid is successful.

Our company has capacity to deliver and we do not want to be disadvantaged by the limitation placed by the tender document. I offer the following example of why we think this rule is not reasonable. A situation exists were we could sit as second preferred bidder in all regions and another bidder sits first. If they have already been awarded a region we would be in line to get awarded the next region, however, due to the current request we would not have submitted and therefore disadvantaged.

My example is only illustrative and in no way assumes that is how the department will award the bid. It is unfair of the department to expect us to limit our chances especially where our company has capacity. We request that the bid allows participation in all regions even though appointment may only be obtained in one region.

**A1: The Department wants to share a piece of slice and subsequently do not want to be in a predicament of figuring out which district to award for company that might comply and be suitable in more than one district considering that districts differ on number of security officers thus eventually has financial implication which might cause a lawsuit against the Department.**

**A2: The Company must choose and decides which district they need to bid for based on their operational strength.**

**“Together we move North West Province Forward”**

**Q2:** From page 10 to 13, is the price in the final column a monthly rate or the 36 month total? Also on the cover page, is the price a monthly or 36 month total?  
i. If 36 months how does this influence escalations?

**A:** **The price on the column is monthly price the contract, (36 months) amount must be put at SBD 1 of the Supply Chain Management templates attached to the tender documents and escalations does not have to appear anywhere on the tender documents as no one knows how many percentage is PSIRA going to increase this year and the years after that part will be covered on the Service Level Agreement if your company is awarded the tender**

**Q3:** For the technical evaluation and sit inspection:  
a) We have an office in North West for admin only that we want to claim for Stage 3 functionality, this office does not have a control room but our control room is at our head office.  
i. Can we claim the office in North West for Stage 3 functionality  
ii. And then use our head office for site inspection Stage 4?

**A1:** **A tender is a bidding process wherein as a bidder you need to thoroughly read through the specifications/ requirements and use honest and legal information/ documents that will score as much points as possible for your company to be in a better position to be awarded the tender**

**A2:** **The Company must choose and decides which office they need to use for the bid as per tender specifications/ requirements**

**Q4:** Could you kindly clarify on the Area Manager, will they be responsible to do visitations daily on all the sites? Or each site will have its own site manager?

**A1:** **Area manager is responsible for managing the entire District bidding for and supervision is done by supervisors which it is the company's discretion how to go about employment or appointment of supervisor(s) as long as the company can meet the obligation number of visits per site per shift(s) as per the specification.**

**A2:** **As a Security practitioner and has experience you will be able to establish the difference between Area Manager and site supervisor and also the company must decide the responsibilities they need to attach to the position of an Area Manager that is company's operational discretion.**

**Q5:** Kindly see item 13.1.2 where it states that the submission must be done in 2 sets and labelled as follows but it does not show what the labeling must show.

**A:** **Two (2) sets of documents/ envelopes must be labeled as follows:**

<b>ENVELOPE 1</b>	<b>ENVELOPE 2</b>
<b>1. TENDER DOCUMENTS</b>	<b>1. SCREENING DOCUMENTS</b>
<b>2. DISTRICT NAME</b>	<b>2. DISTRICT NAME</b>
<b>3. COMPANY NAME</b>	<b>3. COMPANY NAME</b>

**Q6:** Please assist, on page 24 of 51 under Financial Strength you need a bank rating letter and the banks are reluctant on issuing such even if the company has a good financial standing. So will audited financial statements be considered for point scoring?

**A:** **NO, Only bank rating letter will be considered as it was stipulated in EVALUATION CRITERIA and not audited financial statements**

**Q7:** I would like to inquire about the pricing, should we write monthly price or yearly price in the district of choice?

**A:** **Please refer to Answer to Question Number 2 above.**