

# REQUEST FOR PROPOSALS (RFP)

## PROVISION OF MAINTENANCE SERVICES FOR CCTV

The **East London Industrial Development Zone SOC Ltd** is the operator of the East London Industrial Development Zone (ELIDZ), an entity which exists to help manufacturers to become globally competitive through the development and efficient management of a modern, purpose built industrial location, which offers investing industries a streamlined business environment enhanced by a range of supporting services. The zone is already operational and currently houses a number of manufacturers that supply products for the local and international markets.

### SCOPE OF WORK:

Tenders are hereby invited from suitably qualified and experienced service providers for the Provision of Maintenance Services for CCTV in the East London Industrial Development Zone, located at our facilities within the West Bank area of the Buffalo City Metropolitan Municipality.

The successful tenderer will be required to enter into a three year contract for the **Provision of Maintenance Services for CCTV** with the East London Industrial Development Zone SOC Ltd.

Reference No.	Description / Name	Closing Date / Time
ES/22/ELEC/CCTV/01	PROVISION OF MAINTENANCE SERVICES FOR CCTV	18 March 2022 at 12h00

The Services include the following summarised scope of work:

1. The provision of suitably qualified personnel during normal working hours
2. Scheduled and unscheduled maintenance activities required for CCTV Services
3. The provision of urgent and emergency response services related to CCTV, on a 24/7/365 basis

### BRIEFING MEETING:

**Note:** A Non-Compulsory Briefing with representatives of the Employer will take place Virtually via **Microsoft Teams on 03 March 2022 starting at 10h00. A link to the meeting will be made available on the website.**

### BID CONDITIONS:

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender, or the SARS pin code
- Tenderers should submit a valid original or certified B-BBEE Certificate from an accredited verification agency. Companies with annual turnover less than R10 million to submit an accountant letter confirming turnover.
- Tenderers are required to complete and sign the ELIDZ Procurement Handbook
- Tenderers to provide certified copy of Company Registration Certificate
- Tenderers to provide Letter of Good Standing from Compensation Commissioner
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked **"Envelope A -Technical Proposal"** and **"Envelope B-Financial Proposal"**. The financial proposal will only be opened should the technical proposal be deemed acceptable.
- A non-signed "Form of Offer" in the financial proposal in the "Envelope B" submission will result in the disqualification of the tender.
- Inclusion of Price Offer and/ or any other price related details in "Envelope A -Technical Proposal" will result in the disqualification of the tender.
- The successful Tenderer will be required to have sufficient and competent staff available to commence full time operations in accordance with the contract with effect from the Commencement Date, failing which the contract will be awarded to the next most preferred Tender.
- In the event that the successful Bidder has been awarded the contract with value above R5 000 000.00 for the same goods/services on a consecutive basis, the successful Bidder will be required to submit a Supplier development plan for SMMEs to be agreed with the ELIDZ.
- Tenderers are required to provide proof of Registration with PSIRA (Private Security Industry's Regulatory Authority).
- A registered and operational office within the Buffalo City municipal boundaries will be given preference

### EVALUATION:

The evaluation will be guided by the ELIDZ procurement policy. Points will be awarded on the basis of Price and BBEE.

### Score breakdown:

- 80 Points for Price
- 20 Points for BBEE

All tenders not providing compulsory responsive documentation and with functionality scoring less than 70%, will not be considered for the next stage of tender evaluation

### PROPOSAL DOCUMENT & SUBMISSION:

The RFP document will be available on the **25 February 2022**, at [www.elidz.co.za](http://www.elidz.co.za) under **Opportunities >> Tenders**.

The tender must be submitted in two separate envelopes clearly marked "Envelope A-Technical Proposal" and "Envelope B-Financial Proposal" with the name/address of submitting company and the tender reference number. They must be deposited in the tender box in **ELIDZ Administration 1 Building situated at Lower Chester Road, Sunnyridge, East London, 5214.**

**ELIDZ will not be responsible for tenders placed in an incorrect tender box. The ELIDZ and ELIDZ representative will not be held responsible for the receipt of tenders via courier services and the like.**

**No late tenders will be accepted. Only original tenders will be accepted. Telegraphic, telephonic, telex, facsimile and e-mail will not be accepted.**

### TENDER ENQUIRIES:

Queries relating to this tender may be addressed to: Ms. Anathi Mzantsi

T: +27 43 702 8200 | E: [anathi@elidz.co.za](mailto:anathi@elidz.co.za)

