

REQUEST FOR PROPOSALS (RFP)

PROVISION OF MAINTENANCE OF SERVICES FOR THE ACCESS CONTROL EQUIPMENT AND INSTALLATIONS

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 ELIDZ Estate Access Control Equipment and System 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 ELIDZ Estate Access Control Equipment and System with the East London Industrial Development Zone SOC Ltd.

Reference No.	Description / Name	Closing Date / Time
ES/22/ELEC/ACS/01	PROVISION OF MAINTENANCE SERVICES FOR ELIDZ ESTATE ACCESS CONTROL EQUIPMENT & SYSTEM	19 August 2022 at 12h00

The scope of services include work under the following:

1. The provision of small, on-site crew during normal working hours.
2. Scheduled and unscheduled maintenance activities required for Impro Access Control Systems and related equipment
3. The provision of urgent and emergency response services related to Access Control Systems and related equipment, on a 24/7/365 basis.

BRIEFING MEETING:

- **Note:** A Compulsory Briefing with representatives of the Employer will take place at **Virtually via Microsoft Teams on 08 August 2022 starting at 10h00**. Participants are to register their interests in attending the briefing meeting by emailing anathi@elidz.co.za with subject line indicating the tender name and in the body of the email the details of the personnel that will be attending the meeting. This registering to attend is to be done by no later than **05 August 2022**.

BID CONDITIONS:

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender, or the relevant SARS pin code which will allow the ELIDZ to confirm the tenderers tax status on-line.
- Tenderer must be registered on Central Supplier Database (CSD) from National Treasury and MAAA number must be provided.
- Tenderers should submit a valid original or certified B-BBEE certification. Companies with annual turnover less than R10 million to submit an accountant or SARS letter confirming turnover.
- 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 found to be acceptable.
- A non-signed "Form of Offer" the financial proposal in "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 R 5 000 000.00 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).

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 with functionality less than 70% of the total functional requirements will not be considered for the next stage of tender evaluation.

PROPOSAL DOCUMENT & SUBMISSION:

The RFP document will be available for download on **29 July 2022 at 12h00 (Noon)** from the East London Industrial Development Zone website: www.elidz.co.za under **Opportunities >> Tenders**.

To make a tender submission for an open tender you must have completed the registration process before and have an active login account. Navigate to <https://tenderportal.elidz.co.za> and login with your credentials captured as part of the registration process.

It will be the responsibility of the respondent to ensure that the tender/bid reaches the ELIDZ. All tender/bids documents are to be submitted online at <https://tenderportal.elidz.co.za> before the closing date and time (19 August 2022 at 12h00). Only PDF documents must be uploaded with a maximum size limit of 2GB per file.

Telegraphic, telephonic, telex, facsimile and e-mail and hard copy tenders will not be accepted. No late tenders will be accepted.

TENDER ENQUIRIES:

Queries relating to the issue of these documents may be addressed to Ms. A Mzantsi:

T: +27 43 702 8200 | **E:** anathi@elidz.co.za

