

PROVISION OF SECURITY SERVICES

Briefing Session : 16 – 24 March 2020 (Various SARS sites)

Tender Number : RFP 41/2019 A,B and C

Closing Date : 06 April 2020 at 11h00

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Briefing Sessions

Town	Physical Address	Date	Time
East London	SARS Waverley Building 33 Phillip Frame Avenue East London	16 March 2020	10:00
Durban	SARS Umhlanga, 29 Equinox Drive, Umhlanga Durban	17 March 2020	10:00
Cape Town	P166, 22 Hans Strydom Drive, Cape Town	18 March 2020	10:00
Pretoria	Block A, SARS Riverwalk Office Park, 4 Matroosberg Road, Ashlea Gardens, Ext 6	20 March 2020	10:00
Bloemfontein	Old Government Building Corner Nelson and Aliwal Street Bloemfontein	23 March 2020	10:00
Polokwane	Polokwane Branch Office 40 Landros Mare Street Polokwane	24 March 2020	11:00

RFP Timelines

No.	Activity	Date
1.	Distribution of Bid documents on the SARS website	09 March 2020
2.	Briefing sessions	16- 24 March 2020
3.	Questions relating to the Bid from Bidders	23-27 March 2020
4.	Response to Bidders	31 March 2020
5.	Closing date and time	06 April 2020 at 11H00
6.	Notice to Bidder(s)*	* April 2020

* Dates subject to change

Purpose of the Briefing session

Purpose

- explain selected concepts, procedures and other aspects of the RFP
- confirm formal registration of Bidders for notices and other communications

It may contain

- additional information
- additional rules that must be adhered to

It does not

- cover every item in the RFP
- replace any of the issued RFP material
- change any of the RFP rules unless explicitly communicated in writing

The briefing session slides will be posted on the SARS website

The RFP pack remains the primary source of information for the Bidder to respond.

Purpose and Scope – RFP0041-2019 A

Purpose

Appoint a suitable Service Provider/s to provide Armed Guarding, Close Protection and Tactical Response Security Services to all SARS Sites

Scope - Outlined below, but not limited to:

- Armed guarding of SARS's premises and buildings
- On-site patrolling of SARS's buildings and premises at specified sites
- Conduct patrols on designated sites to ensure that lockdown sites remain protected during the night, weekends and public holidays
- Effectively respond to emergencies and the recording, investigation and reporting of Security Breaches and Incidents, including the recommending of solutions within prescribed timeframes
- Detection and response to Security Breaches and Incidents

Purpose and Scope – RFP0041-2019 B

Purpose

Appoint a suitable Service Provider/s to provide armed response and alarm monitoring services to SARS sites

Scope - Outlined below, but not limited to:

- Monitoring of SARS's alarms installed at the Bidder's Control Room
- Armed Response to SARS sites upon the triggering of SARS's alarms within the specified timeframe
- Recording, investigation and reporting of Security Incidents, within prescribed timeframes
- Record occurrences and incidents including but not limited to triggered alarms, faulty alarms, power failures, armed response within fifteen (15) minutes and submit a report to the SARS Regional Representative or his/her delegate

Purpose and Scope – RFP 0041-2019 C

Purpose

**Appoint a suitable
Service Provider/s to
provide guarding
services to SARS Sites**

Scope - Outlined below, but not limited to:

- Physical guarding of SARS's premises, assets and buildings as prescribed by SARS
- On-site patrolling of SARS's buildings and premises at specified sites.
- Effectively respond to emergencies, record, investigate and report Security Breaches and Incidents and recommend solutions within prescribed timeframes
- Conduct preliminary investigations and submission of reports pertaining to SARS Authorised Representative or his / her appointed delegate
- The detection and response of Security Breaches and Incidents

Bid Evaluation Process

Gate 0 and 1

Pre-Qualification Evaluation

Pre-Qualification Requirements

Mandatory Requirements



Gate 2

Technical Evaluation

100 points

Achieve minimum threshold score out of 100 points to proceed to Gate 3

Technical Requirements:



Gate 3

B-BBEE – 10 /20 Points

Price and BEE Evaluation

Pricing – 90 / 80 Points

- Fully completed Pricing Proposal
- B-BBEE Certificate with SBD 6.1

Bid Evaluation Process – RFP41-2019 A

Gate 0 and 1

Pre-Qualification Evaluation



- Pre-Qualification Requirements**
- SBD 1
 - Tax Clearance Pin
 - SBD 4
 - SBD 6.1
 - SBD 8
 - SBD 9
 - SARS Oath / Affirmation of Secrecy
 - CSD
 - Audited / Independently Reviewed Financial Statements

- Mandatory Requirements**
- B-BBEE status 1 and 2
 - Letter of Good standing with the Private Security Industry Regulatory Authority

Gate 2

Technical Evaluation

100 points

Achieve minimum 70 points score out of 100 points to proceed to Gate 3

- Technical Requirements:**
- Experience to deliver on the scope of work
 - Infrastructure and capability
 - Services offering



Gate 3

B-BBEE – 20 Points

- Fully completed Pricing Proposal
- B-BBEE Certificate with SBD 6.1

Price and BEE Evaluation

Pricing – 80 Points

Bid Evaluation Process- RFP41-2019 B

Gate 0 and 1

Pre-Qualification Evaluation



Gate 2

Technical Evaluation

100 points

Achieve minimum 65 points score out of 100 points to proceed to Gate 3



Gate 3

Price and BEE Evaluation

B-BBEE – 20 Points

Pricing – 80 Points

Pre-Qualification Requirements

- SBD 1
- Tax Clearance Pin
- SBD 4
- SBD 6.1
- SBD 8
- SBD 9
- SARS Oath / Affirmation of Secrecy
- CSD
- Audited / Independently Reviewed Financial Statements

Mandatory Requirements

- B-BBEE status 1 ,2 and 3
- Letter of Good standing with the Private Security Industry Regulatory Authority

Technical Requirements:

- Experience to deliver on the scope of work
- Infrastructure and capability
- Services offering

- Fully completed Pricing Proposal
- B-BBEE Certificate with SBD 6.1

Bid Evaluation Process- RFP41-2019 C

Gate 0 and 1

Pre-Qualification Evaluation



Gate 2

Technical Evaluation

100 points

Achieve minimum 70 points score out of 100 points to proceed to Gate 3

Gate 3

Price and BEE Evaluation

B-BBEE – 10 /20 Points

Pricing – 90 / 80 Points

Pre-Qualification Requirements

- SBD 1
- Tax Clearance Pin
- SBD 4
- SBD 6.1
- SBD 8
- SBD 9
- SARS Oath / Affirmation of Secrecy
- CSD
- Audited / Independently Reviewed Financial Statements

Mandatory Requirements

- B-BBEE status 1 and 2
- Bidders must subcontract a minimum of 30% of the value of the contract to an EME or QSE, which is at least 51% owned by black people.
- Letter of Good standing with the Private Security Industry Regulatory Authority

Technical Requirements:

- Experience to deliver on the scope of work
- Infrastructure and capability
- Services offering

- Fully completed Pricing Proposal
- B-BBEE Certificate with SBD 6.1

Compliance Checklist for Bidders- Annexure E

ANNEXURE E

COMPLIANCE CHECKLIST FOR BIDDERS

RFP 0041/2019 A – PROVISION OF ARMED GUARDING, CLOSE PROTECTION AND TACTICAL RESPONSE SECURITY SERVICES

NAME OF THE DOCUMENT THAT MUST BE SUBMITTED	Page No / Annexure No
GATE 00 – PRE-QUALIFICATION	
Invitation to Bid – SBD 1	
Tax Compliance Status Pin	
Declaration of Interest – SBD 4	
Preference Point Claim Form – SBD 6.1	
Declaration of Bidders past Supply Chain Management Practices – SBD 8	
Certificate of Independent Bid Determination – SBD 9	
SARS Oath of Secrecy	
Central Registration Report (Central Database System) from National Treasury.	
Audited / Independently Reviewed Financial Statements	
GATE 01 – MANDATORY REQUIREMENTS	
B-BBEE Status Level 1 or 2	
Letter of Good Standing with the Private Security Industry Regulatory Authority.	
WRITTEN SUBMISSION	
Cover Page	
Introduction	
Commercial Requirements	
Financial Statements	
Executive Summary	
Bidders must clearly indicate which region they intends to render the service	
On their bid covering letter, Bidder(s) will make a declaration that they did not have access to any SARS proprietary information or any other matter that may have unfairly placed that Bidder in a preferential position in relation to any of the other Bidders	
GATE 02 – TECHNICAL RESPONSE	
- Experience to deliver on the scope of work	
- Infrastructure and capability	
- Services' offering	
Conclusions	
Signatures	
GATE 03 – B-BBEE AND PRICING	
B-BBEE	
Pricing	
ADDITIONAL INFORMATION REQUIRED(SEcurity CLEARANCE)	
Letter of Good Standing from PSIRA	
Full names, surnames and ID Numbers of the Directors	
PSIRA Numbers for the Company and Directors	
Criminal Record Check report of the Directors from the South African Police Service (actual fingerprints)	

ANNEXURE E

COMPLIANCE CHECKLIST FOR BIDDERS

RFP 0041/2019 B – PROVISION OF ARMED RESPONSE AND ALARM MONITORING SERVICES

NAME OF THE DOCUMENT THAT MUST BE SUBMITTED	Page No / Annexure No
GATE 00 – PRE-QUALIFICATION	
Invitation to Bid – SBD 1	
Tax Compliance Status Pin	
Declaration of Interest – SBD 4	
Preference Point Claim Form – SBD 6.1	
Declaration of Bidders past Supply Chain Management Practices – SBD 8	
Certificate of Independent Bid Determination – SBD 9	
SARS Oath of Secrecy	
Audited / Independently Reviewed Financial Statements	
Central Registration Report (Central Database System) from National Treasury.	
GATE 01 – MANDATORY REQUIREMENTS	
B-BBEE Status Level 1, 2 and 3	
Letter of Good standing with the Private Security Industry Regulatory Authority.	
WRITTEN SUBMISSION	
Cover Page	
Introduction	
Commercial Requirements	
Financial Statements	
Executive Summary	
Bidders must clearly indicate which region intends to render the service	
On their bid covering letter, Bidder(s) will make a declaration that they did not have access to any SARS proprietary information or any other matter that may have unfairly placed that Bidder in a preferential position in relation to any of the other Bidders	
GATE 02 – TECHNICAL RESPONSE	
- Experience to deliver on the scope of work	
- Infrastructure and capability	
- Services' offering	
Conclusions	
Signatures	
GATE 03 – B-BBEE AND PRICING	
B-BBEE	
Pricing	
ADDITIONAL INFORMATION REQUIRED(SEcurity CLEARANCE)	
Letter of Good Standing from PSIRA	
Full names, surnames and ID Numbers of the Directors	
PSIRA Numbers for the Company and Directors	
Criminal Record Check report of the Directors from the South African Police Service (actual fingerprints)	

ANNEXURE E

COMPLIANCE CHECKLIST FOR BIDDERS

RFP 0041/2019 C – PROVISION OF NATIONAL GUARDING SECURITY SERVICES FOR SARS SITES

NAME OF THE DOCUMENT THAT MUST BE SUBMITTED	Page No / Annexure No
GATE 00 – PRE-QUALIFICATION	
Invitation to Bid – SBD 1	
Tax Compliance Status Pin	
Declaration of Interest – SBD 4	
Preference Point Claim Form – SBD 6.1	
Declaration of Bidders past Supply Chain Management Practices – SBD 8	
Certificate of Independent Bid Determination – SBD 9	
SARS Oath of Secrecy	
Audited / Independently Reviewed Financial Statements	
Central Registration Report (Central Database System) from National Treasury.	
GATE 01 – MANDATORY REQUIREMENTS	
B-BBEE Status Level 1 or 2	
Bidders must subcontract a minimum of 30% of the value of the contract to an EME or QSE, which is at least 51% owned by black people.	
Letter of Good Standing with the Private Security Industry Regulatory Authority.	
WRITTEN SUBMISSION	
Cover Page	
Introduction	
Commercial Requirements	
Financial Statements	
Executive Summary	
The Bidder must clearly indicate which region/s the Bidder intends to render the Services to SARS	
On their bid covering letter, Bidder(s) will make a declaration that they did not have access to any SARS proprietary information or any other matter that may have unfairly placed that Bidder in a preferential position in relation to any of the other Bidders	
GATE 02 – TECHNICAL RESPONSE	
- Experience to deliver on the scope of work	
- Infrastructure and capability	
- Services' offering	
Conclusions	
Signatures	
GATE 03 – B-BBEE AND PRICING	
B-BBEE	
Pricing	
ADDITIONAL INFORMATION REQUIRED(SEcurity CLEARANCE)	
Letter of Good Standing from PSIRA	
Full names, surnames and ID Numbers of the Directors	
PSIRA Numbers for the Company and Directors	
Criminal Record Check report of the Directors from the South African Police Service (actual fingerprints)	

Letter of Good Standing PSIRA- Annexure F



Private Security Industry Regulatory Authority

Private Bag X817, PRETORIA, 0001

Enquiries:

Tel No. 012-003 0500 Fax No. 086 764 6957/ 086 216 4339

The Authority accepts no liability and will not be held liable for any mistake, error or omission of the information supplied and/or displayed nor does the Authority in any way guarantee the correctness or accuracy of the information supplied.

DATE ISSUED : 20.01.2020

THIS CERTIFICATE IS ONLY VALID FOR 90 DAYS AND WILL EXPIRE ON 18 APRIL

REGISTRATION NUMBER :
FULL NAME OF BUSINESS :
TRADING AS :
CC/CM/SOLE PROPRIETOR :
REGISTRATION DATE :
REGISTRATION STATUS : REGISTERED

REGISTERED AND ACTIVE EMPLOYEES

A GRADE :
B GRADE :
C GRADE :
D GRADE :
E GRADE :

DIRECTORS(S)/MEMBER(S)/OWNER

NAME	ID NUMBER	REG NUMBER	REG DATE	REG STATUS	TRAINING STATUS
				Registered	B
				Registered	B
				Registered	B

Private Security Industry
Regulatory Authority

2020 -01- 20

Private Bag X817, Pretoria, 0001
Finance 1


APPROVED: SIGNATURE

Refer to Annexure A

PRICING REQUIREMENTS



- Presented by Faradh Khan

National Treasury Preferential Procurement Regulation

Preference Point Systems

In the second stage of the evaluation, Tenders that have submitted all the required mandatory documents will be evaluated in terms of the 90/10 preference points system under section 2 of the Preferential Procurement Policy Framework Act, 2000, read with the Preferential Procurement Regulations, 2017

- The 80/20 preference point system is applicable to bids* with a Rand value equal to, or above R30 000 and up to a Rand value of R50 million (all applicable taxes included).
- The 90/10 preference point system is applicable to bids with a Rand value above R50 million (all applicable taxes included).

Notes to Price Submission – RFP 0041-2019 A

- Bidders should input their company name on the "Green" cells for all tabs of the Pricing Template on regions that they bidding for.
- Bidders are required to complete cost for all columns highlighted in "Green" only, excluding VAT. The formulas are inputted to calculate VAT 15% under column "Total Costs Incl. VAT".
- All highlighted cells must be populated and if no rate is inserted it will be regarded as zero.
- The price validity for this bid is for a period of 180 days from the closing date.
- Bidders are required to submit pricing only for the regions that they are bidding for (i.e Region A or Region B).
- The quantities for Security Officers provided under Part 1 and Tactical Response Units allocated to critical sites listed under Part 2 are estimates and SARS reserves the right to increase or decrease these quantities due to operational requirements, at anytime during the execution of the MSA.
- Bidders must note that service requirements for Part 3, 4 and 5 of this Pricing Template will be on an as-and-when required basis. Therefore prices quoted should be on a unit cost basis and all inclusive.
- Bidders are required to take note of SARS' requirements, as outlined in the Main RFP document under paragraph 9 "Scope of Work", prior to completing the Pricing Template.
- All quoted rates are subject to negotiation prior to signing and/or on the anniversary of the MSA. Any escalation for consideration will be done at two separate intervals, which means Labour rates (September each year, as per PSIRA publication) and other costs outside Sectoral Determination (at anniversary date from contract commencement).
- The price for Labour will be escalated annually, in line with the published PSIRA Sectoral Determination price increase, and all other costs will be escalated based on CPI.
- Bidders MUST NOT change this Pricing Template; any change of the template by the Bidders may render their bid as non-responsive.
- Bidders must complete the Pricing Template, print the spreadsheet, initial each page, sign and submit in hardcopy, as well as in electronic (EXCEL) format.
- The quoted prices MUST be inclusive of all SARS' requirements, as per the Main RFP document. No additional costs will be considered for award.

Notes to Price Submission – RFP 0041-2019 B

- Bidders should input their company name on the "Green" cells for all tabs of the Pricing Template on regions that they bidding for.
- Bidders are required to complete cost for all columns highlighted in "Green" only, excluding VAT. The formulas are inputted to calculate VAT at 15% under column "Total Costs Incl. VAT".
- All highlighted cells must be populated and if no rate is inserted it will be regarded as zero.
- The price validity for this bid is for a period of 180 calendar days from the closing date.
- Bidders are required to submit pricing only for regions that they are bidding for.
- SARS reserves the right to increase or decrease SARS Sites in a region due to operational requirements, at anytime during the execution of the MSA.
- Bidders are required to take note of SARS' requirements, as outlined in the Main RFP document under paragraph 9 "Scope of Work", prior to completing the Pricing Template.
- The price will be escalated on an annual basis, in line with CPI.
- Bidders MUST NOT change the Pricing Template; any change of the template by the Bidders may render their bid as non-responsive.
- Bidders must complete the Pricing Template, print the spreadsheet, initial each page, sign and submit in hardcopy, as well as in electronic (EXCEL) format.
- The quoted prices MUST be inclusive of all SARS' requirements, as per the Main RFP document. No additional costs will be considered post award.



Notes to Price Submission – RFP 0041-2019 C

- Bidders should input their company name on the "Green" cells for all tabs of the Pricing Template on regions that they bidding for.
- Bidders are required to complete cost for all columns highlighted in "Green" only excluding VAT. The formulas are inputted to calculate VAT at 15% under column "Total Costs Incl. VAT".
- All highlighted cells must be populated and if no rate is inserted it will be regarded as zero.
- The price validity for this bid is for a period of 180 days from the closing date.
- Bidders are required to submit pricing only for the regions that they are bidding for.
- The quantities for Security Officers provided under Part 1 are estimates and SARS reserves the right to increase or decrease the Security Officer quantities due to operational requirements, at anytime during the execution of the MSA.
- Bidders are required to take note of SARS' requirements, as outlined in paragraph 9 "Scope of Work" of the Main RFP document, prior to completing the Pricing Template.
- All quoted rates are subject to negotiation prior to signing and/or on the anniversary of the MSA. The price for Labour will be escalated annually, in line with the published PSIRA Sectoral Determination price increase, and all other costs will be escalated base on CPI (where applicable).
- Bidders must note that the amount to be quotes are separated into two: Labour Costs and Operational/Profit Costs.
- Bidders MUST NOT change the Pricing Template; any change of the template by the Bidders may render their bid as non-responsive.
- Bidders must complete the Pricing Template, print the spreadsheet, initial each page, sign and submit in hardcopy, as well as in electronic (EXCEL) format.
- The quoted prices MUST be inclusive of all SARS' requirements, as per the Main RFP document. No additional costs will be considered post award.

Pricing = 90/80 Points

Pricing points may be allocated to Bidders on submission of documentation or evidence as follows:

ADJUDICATION CRITERIA	National Guarding
A duly completed pricing template from the bidder	90
ADJUDICATION CRITERIA	Armed Guarding, Close Protection and Tactical Response
A duly completed pricing template from the bidder	80
ADJUDICATION CRITERIA	Armed Response and Alarm monitoring
A duly completed pricing template from the bidder	80

B-BBEE

B-BBEE Mandatory

The Preferential Procurement Regulations 2017 (PPR) allows SARS to exercise its discretion to issue Tenders with mandatory B-BBEE requirements:

National Guarding	Armed Guarding, Close Protection and Tactical Response	Armed Response and Alarm monitoring
Level 1 and Level 2	Level 1 and Level 2	Level 1, Level 2 and Level 3
Mandatory subcontracting of 30% to an EME or QSE which is at least 51% owned by black people		

Mandatory subcontracting

Institutions must therefore identify procurement opportunities for designated groups where compulsory sub-contracting must be applied to projects.

BEE = 10/20 Points

B-BBEE points may be allocated to Bidders on submission of documentation or evidence as follows:

ADJUDICATION CRITERIA	National Guarding
A duly completed Preference Point Claim Form: SBD 6.1 and a B-BBEE Certificate.	10
ADJUDICATION CRITERIA	Armed Guarding, Close Protection and Tactical Response
A duly completed Preference Point Claim Form: SBD 6.1 and a B-BBEE Certificate.	20
ADJUDICATION CRITERIA	Armed Response and Alarm monitoring
A duly completed Preference Point Claim Form: SBD 6.1 and a B-BBEE Certificate.	20

Armed Guarding, Close Protection and Tactical response- RFP 0041-2019 A

Mandatory Requirement	Documents to be submitted	Failure to submit
Level 1 and Level 2	Sworn Affidavit or B-BBEE Certificate	Disqualified

Armed Response and Alarm Monitoring Services – RFP 0041-2019 B

Mandatory Requirement	Documents to be submitted	Failure to submit
Level 1, Level 2 and Level 3	Sworn Affidavit or B-BBEE Certificate	Disqualified

National Guarding Security Services – RFP 0041-2019 C

Mandatory Requirement	Documents to be submitted	Failure to submit
Level 1 and Level 2	Sworn Affidavit or B-BBEE Certificate	Disqualified
Mandatory subcontracting of 30% to An EME or QSE which is at least 51% owned by black people	<ol style="list-style-type: none"><li data-bbox="842 486 1309 715">1. SBD 6.1 completed clearly indicating subcontracting<li data-bbox="842 719 1309 882">2. Proof of subcontracting arrangement	Disqualified Disqualified

The list of potential subcontractors may be drawn by accessing the following link: www.csd.gov.za

Refine the search with the following:

Commodity: Security

PPPFA Filters: EME and QSE with 51% BO or more

B-BBEE Certificate and Sworn Affidavit

The table below indicates the specific B-BBEE certification documents that must be submitted for this tender.

Classification	Turnover	Submission Requirement
Exempted Micro Enterprise (EME)	Below R10 million p.a	A sworn Affidavit or Certificate from CIPC Certified copy of B-BBEE Rating Certificate from a SANAS Accredited rating.
Qualifying Small Enterprise (QSE)	Between R10 million and R50 million p.a.	A sworn Affidavit above 51% Black Ownership. Certified copy of B-BBEE Rating Certificate from a SANAS Accredited rating agency.
Large Enterprise (LE)	Above R50 million p.a.	Certified copy of B-BBEE Rating Certificate from a SANAS Accredited rating agency.

B-BBEE Key Sections to complete in SBD 6.1

BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contribution: =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7 SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

(i) what percentage of the contract will be subcontracted?%

(ii) the name of the sub-contractor?

(iii) the B-BBEE status level of the sub-contractor?

(iv) whether the sub-contractor is an EME or QSE?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

B-BBEE Key Sections to complete in SBD

Continued....

- (v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

Use and acceptance of Affidavits

Please note that sworn affidavits must be signed by the Bidder's representative and attested to by a Commissioner of Oaths.

SARS reserves the right to request that Bidders submit their Black ownership and turnover information in support of their sworn affidavits.

Joint Ventures

- Incorporated JVs must submit the B-BBEE status of the entity. Unincorporated JVs must submit a consolidated B-BBEE certificate as if they were a group structure for every separate Bid.

Sub-contracting (Applicable to Tactical and Armed Response)

- Bidders who want to claim preference points will have to comply fully with regulations 11(8) and 11(9) of the Preferential Procurement Regulations, 2011 with regard to sub-contracting:

Regulation 11(8)

- A person must not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an Exempted Micro Enterprise that has the capability and ability to execute the sub-contract.

Regulation 11(9)

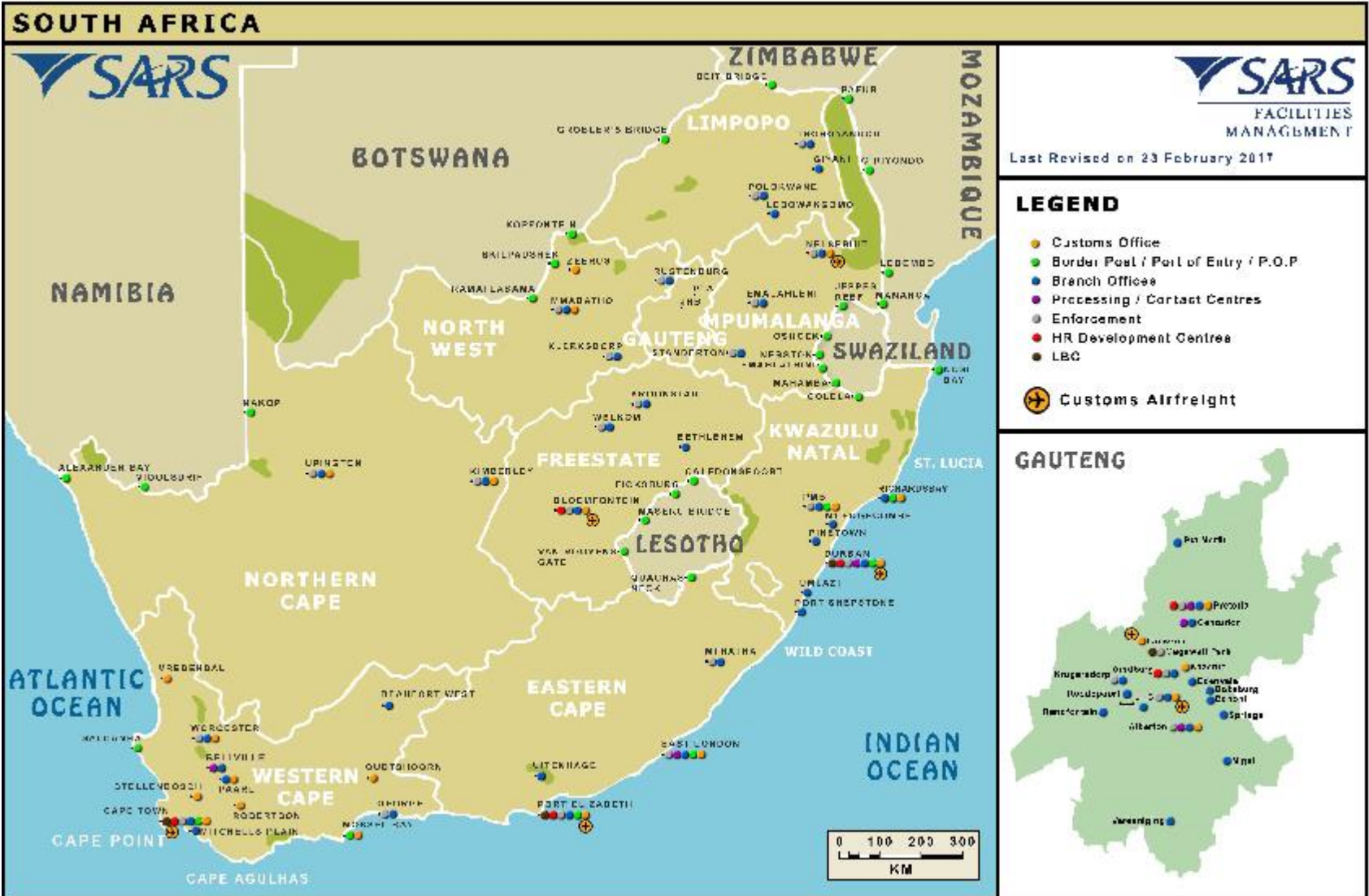
- A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an Exempted Micro Enterprise that has the capability and ability to execute the sub-contract.

Proof of Existence: Joint Ventures and/or Sub-Contracting

- Bidders must submit concrete proof of the existence of joint ventures and/or sub-contracting arrangements. SARS will accept signed agreements as acceptable proof of the existence of a joint venture and/or sub-contracting arrangement.
- The joint venture and/or sub-contracting agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or sub-contracting party. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or sub-contracting arrangement.

TECHNICAL REQUIREMENTS

South African Map





SARS NATIONAL SECURITY MANAGEMENT UNIT (NSMU) PRESENTATION



Security Management



South African Revenue Service

Table of contents

1. NSMU Mandate
2. Legislation governing security
3. Risk Categorization
4. Required Services
5. Scope for Armed Guarding, Close Protection and Tactical Response
6. Scope for National Guarding Services
7. Scope for Alarm monitoring and Armed Response Service
8. Additional Important Information
9. Conclusion

Security Management Mandate

SARS Security Managements' mandate is to **deliver a risk based security service that facilitates a safe and secure working environment for SARS, through the utilisation of people, systems, hardware as well as governance documents such as policies and procedures.**

NSMU is entrusted with the responsibility to provide the protection of people, assets, facilities and also ensure compliance with business processes in as far as it affects theft or sabotage of SARS assets

Legislation governing Security

- The Constitution of the Republic of South Africa Act 108 of 1996
- Minimum Information Security Standards (MISS);
- Minimum Physical Security Standards (MPSS);
- Occupational Health and Safety Act No. 93 of 1993;
- Firearms Control Act, No. 60 of 2000;
- Control of Access to Public Premises and Vehicle Act of 1985;
- National Strategic Intelligence Act No. 39 of 1994;
- Private Security Industry Regulations Act, No. 56 of 2001; and
- Criminal Procedure Act No. 51 of 1977

Risk Categorisation

LOW
GENERAL
RISK

MEDIUM
HEIGHTENED
RISK

HIGH
IMMINENT
RISK



Required Services

- (i) Alarm Monitoring and Armed Response Service** that To enable swift response to triggered alarms by successful security service providers;

- (ii) Armed guarding, Tactical Response and Close Protection Security services.**
To protect warehouses and border posts, SARS events, and personnel at risk

- (iii) Unarmed national guarding service and control room operators**
To monitor installed systems and protect facilities.

Scope for Armed Guarding, Close Protection and Tactical Response

- Provision of armed guarding to SARS identified facilities
- Detection and response to security incidents
- Conduct patrols on designated SARS lockdown sites
- Provide tactical response as per SARS requirements
- Provide close protection to SARS personnel at risk as and when required
- Carry out investigations and provide reports as per the turnaround time agreed to with SARS.
- The service is divided into two regions namely Inland and coastal

Scope for National Guarding Services

- Provide guarding to SARS low and medium risk sites nationally
- Conduct patrols on SARS premises
- Monitor installed SARS security systems in the Control Rooms
- Detect and respond to security incidents
- Record, investigate and report security incidents and recommend solutions
- Conduct proactive and reactive security risk assessments
- The service is divided into three regions, A,B and C

Scope for Alarm monitoring and Armed Response Service

- To monitor SARS installed alarms in their control rooms;
- Respond to SARS sites upon triggering of SARS alarms within the specified timeframe;
- Effectively respond to emergencies
- Prevent and respond to security incidents;
- Record, investigate and report security incidents;
- Provide daily, weekly and monthly report to the SARS Authorised Representative;
- The service is divided into five regions namely, A,B,C,D and E respectively.

Additional Important Information

- Deployment of security screened personnel as per timelines
- Security vetting of the vendor and its Directors
- Provision of proof of ownership of firearms
- Provision of a letter of good standing
- Presence in the Region tendered for
- Selection of the Region tendered for
- Provision of capability (offices, operations centre, vehicles, personnel, equipment) of the Region tendered for
- Regulatory training for deployed security officers

IMPORTANT MESSAGE

NSMU wishes to partner with service provider/s who be committed to render a quality security service value for money to SARS.

CONCLUSION

NSMU

“Facilitating a safe and secure working environment through the utilisation of risk based approach”

RFP SUBMISSION

RFP Submission Format

FILE 1 (ONLY TECHNICAL PROPOSAL)

- Exhibit 1**
- Pre-qualification documents :
 - ✓ Standard Bid Documents
 - ✓ Bidder Oaths of Secrecy
 - ✓ Bidders CSD Registration report
 - Bidder Compliance Checklist

- Exhibit 2**
- Mandatory Requirements
 - Bidder's Technical Response
 - Supporting documents for Technical Response, References

- Exhibit 3**
- Draft MSA,
 - Bidder Annual Financial Statements

The sections are separated by file dividers labelled with the section names in the hardcopy version.
On the CD/DVD the files must be placed in directories named after the sections.

FILE 2 (ONLY PRICE AND BEE PROPOSAL)

- Exhibit 1**
- B-BBEE Certificate Sworn Affidavit
 - SBD 6.1
 - Proof of Subcontracting Agreement (if applicable)

- Exhibit 2**
- Pricing Schedule
- (1 x Hard Copy and 1 x Soft Copy MS Excel on the CD/DVD)

- The Bidder(s) are required to submit two (2) hard copies of each file (original plus one copy thereof) and one (1) softcopy (CD/DVD&USB) with the contents of each file **by 06 April 2020 at 11H00**.
- Each file and softcopy (CD/DVD&USB) must be **marked correctly and sealed separately** for ease of reference during the evaluation process.
- **Pricing information** should not be included in **the technical file (File 1)**. Furthermore, the files and information submitted in the format described at **paragraph 10.10** of the main RFP document.
- Pricing Schedule (1 x Hard Copy and 1 x Soft Copy MS Excel).



SARS Brooklyn Bridge, 570 Fehrsen Street, Linton House,
Brooklyn

Rules of Engagement

- Bidders may not contact SARS personnel directly.
- All written questions received and answers will be published as part of the wider Q & A process
- The published answers will take precedence over any verbal response given in the briefing session.
- All contact relating to RFP matters are only to be addressed to SARS Procurement at tenderoffice@sars.gov.za
- Tender office contact: Andre Taljaard- (012) 647 9569

Governance requirements

- **Strict communication channels**
 - **Bidders will be disqualified for non-compliance**
- **No solicitation of information will be allowed other than by prescribed channels**
- **Deadlines to be strictly met**
- **Adhere to prescribed submission format**

RFP Award

Category	Number of Regions	The successful Bidder will be required to deliver an integrated service to the region(s), to which it is appointed.
A: Armed Close and Tactical Security Services	2	
B: Armed Response	5	SARS expects the successful Bidder to deliver all
C: National Guarding	3	components of the Services to a region

CSD Registration & Tax Compliance

CSD Registration

- Bidder (and subcontractors) who wish to render services to SARS will have to register on National Treasury Central Supplier Database (“CSD”) as per National Treasury Circular.
- As part of the bid submission, bidders are required to submit their CSD number with their submission on the SBD1.

Tax compliance

- Bidder (and subcontractors) must be tax compliant during award and the term of the agreement.
- Valid tax clearance certificate (TCC) not necessary, SARS will verify the tax compliance status of the bidders on the CSD in line with National Treasury requirements.

Master Service Agreement

Master Services Agreement

Master Services Agreement

Upon award, SARS and the successful Bidder will conclude an agreement regulating the specific terms and conditions applicable to the services being procured by SARS, more or less in the format of the draft MSA included in this tender pack.

SARS reserves the right to vary the proposed terms and conditions of the draft MSA upon the award of this RFP.

Bidders are requested to carefully read through the MSA and annexures, and familiarise themselves with the terms and conditions of the MSA as they form an integral part of these specifications, and are incorporated herein by reference.

Bidders are not required to sign the draft MSA when submitting the Bidder's proposal.

