



## **Independent Communications Authority of South Africa (ICASA)**

### **Annexure A**

#### **Technical Specifications ICASA 15/2018**

#### **Appointment of a capable Service Provider to install and supply additional security systems to the Independent Communications Authority of South Africa (ICASA) at 350 Eco Point, Witch Hazel Avenue, Centurion**

##### **1. Purpose and Background**

The Independent Communications Authority of South Africa (hereinafter referred to as "the Authority") seeks to appoint a service provider who will render installation and supply of additional security systems to the Independent Communication Authority of South Africa (ICASA) Head Office, 350 Eco Point, Witch Hazel Avenue, Centurion.

ICASA reserves the right to make use of the services of any other Service Provider should the selected contractor fail to provide the required service at any time during the contract period. Companies may be invited to give presentation as and when required.

##### **3. Scope of work**

The service provider shall supply, install and commission the following security systems. at ICASA Head Office:

- (a) Access Control System: S2/equivalent biometric finger reader system.**
- (b) Emergency breaker glass monitoring system**
- (c) CCTV Camera System: HIK VISION/equivalent CCTV IP address Camera System**
- (d) Embedded NVR: HIK VISION/equivalent**
- (e) CCTV cameras NVR footage storage server**
- (f) Visitors Management System.**

- (g) RFID tag system for laptops**
- (h) Monitor screens**
- (i) Walk through metal detectors and X ray machines**
- (j) Surge protectors for CCTV cameras.**
- (k) Turnstiles and barriers**
- (l) RFID Scanners & Software**
- (m) Public address system (PA system)**
- (n) Integration of all security systems**

**A) Biometric access control**

**The components should be MA 300 Biometric readers**

**A.1 Supply and installation of Access control system, new cabling, Accessories, commissioning and labour.**

- A.1.1. 2 x Biometric readers in/out Block C ground floor library access control door.
- A.1.2. 1 x Emergency break glass
- A.1.3. 2 x Biometric readers in/out Block C1st floor legal unit access control door.
- A.1.4. 1 x Emergency break glass
- A.1.5. 1 x Biometric reader push button out Gauteng confiscated storeroom
- A.1.6. 1 x Emergency break glass
- A.1.7. 1 x Biometric reader push button out GM Region store room
- A.1.8. 1 x Emergency break glass
- A.1.9. 2 x Biometric reader push buttons out Engineering storerooms
- A.1.10. 1 x Emergency break glass
- A.1.11. 1 x Biometric reader push button out IT store room.
- A.1.12. 1 x Emergency break glass
- A.1.13. 1 x Biometric reader push button out Assets store room.
- A.1.14. 1 x Emergency break glass
- A.1.15. 27 x door licenses
- A.1.16. 35 x blades (5 Node box)
- A.1.17. 36 x Power supply boxes
- A.1.18. 16 x Emergency break glass Red in colour for fire escape doors

- A.1.19. 70 x Emergency break glass for emergency doors
- A.1.20. 83 x Door closures estimate
- A.1.21. 102 x Magnetic locks estimate
- A.1.22. 146 x break glass sound bomb monitoring system and SMS/email notification.
- A.1.23. 146 x door sensors
- A.1.24. 6 x 48 port Cisco manage switches
- A.1.25. 40 x Back plates and screws for biometric finger
- A.1.26. 4 x Key override devices

## **B. Turnstiles barriers door requirements**

- B.1. 3 x Block ground B 2-Way Waist height optical swing, Speedlane 300 turnstiles, barriers and proximity card drop box. The turnstiles must cover 6.6 square meters in front of the reception area.
- B.2. 3 x Block C ground 2-Way Waist height optical swing, Speedlane 300 turnstiles barriers and proximity card drop box. The above turnstiles must cover 9.3 square meters in front of the reception area.
- B.3. 1 x Block B ground 2 -Way Waist Turnstiles & barriers needed for the lift lobby in Block B, the turnstiles will support the disabled persons. It must cover 4.6 square meters
- B.4. 2 x Block B 1<sup>st</sup> floor 2 -Way Waist Turnstiles & barriers needed for the lift lobby and staircase the turnstiles will support the disabled. It must cover 3.5 square meters
- B.5. 1 x Block C 1<sup>st</sup> floor 2 -Way Waist Turnstiles & barriers needed for the lift lobby and staircase the turnstiles will support the disabled. It must cover 3.5 square meters
- B.6. The turnstiles should be stainless steel and powder coated finish.
- B.7. 20 x RFID Proximity card readers
- B.8. 10 x RFID Scanners
- B.9. 500 x RFID proximity cards for employees and visitors

## **C. IP CCTV cameras Hikvision or equivalent in terms of hardware and software. All other requirements to be compatible with ICASA security systems in terms of supply & installation, new cabling, accessories commissioning**

**and labour: IP CCTV Cameras should be 3 MP to cover at least 30m range, loitering and PTZ cameras should be 4 MP.**

### **C.1. PTZ Cameras 4MP**

C.1.1. 7 x PTZ cameras for perimeter fence (linked to landlord control room and viewing screen at ICASA main gate)

### **C.2. Loitering Cameras 4M**

C.2. 2 x loitering cameras for perimeter fence at the western side (Railway station)

### **C.3. CCTV Cameras 3MP**

C.3.1. 1 x external camera main entrance gate in

C.3.2. 2 x external registration number camera entrance gate in

C.3.3. 2 x external cameras facial recognition in.

C.3.4. 1 x external camera main entrance gate out.

C.3.5. 2 x registration number cameras entrance gate out

C.3.6. 2 x cameras facial recognition out.

C.3.7. 1 x camera for main entrance turnstile.

C.3.8. 2 x External cameras between block A and B

C.3.9. 2 x External cameras between block B and C

C.3.10. 2 x External cameras block B north monitoring balconies ground and 1<sup>st</sup> floor

C.3.11. 2 x External cameras block B south monitoring balconies ground and 1<sup>st</sup> floor

C.3.11. 2 x External cameras block C north monitoring balconies ground and 1<sup>st</sup> floor

C.3.12. 2 x External cameras block C south monitoring balconies ground and 1<sup>st</sup> floor

C.3.13. 1 x External camera delivery door library block C

C.3.14. 4 x External camera front parking bays east

C.3.15. 4 x External camera front parking bays west

C.3.16. 2 x cameras roof loft block B

C.3.17. 2 x cameras roof loft block C

C.3.18. 1 x camera emergency exit door block B ground floor east wing

C.3.19. 1 x camera entrance inside door block B ground floor east wing

C.3.20. 1 x camera emergency exit door block B ground floor west wing

C.3.21. 1 x camera entrance inside door block B ground floor west wing

- C.3.22. 1 x camera emergency exit door block B 1<sup>st</sup> floor east wing
- C.3.23. 1 x camera entrance inside door block B 1<sup>st</sup> floor east wing
- C.3.24. 1 x camera emergency exit door block B 1<sup>st</sup> floor west wing
- C.3.25. 1 x camera entrance door inside block B 1<sup>st</sup> floor west wing
- C.3.26. 1 x camera emergency exit door block C ground floor east wing
- C.3.27. 1 x camera entrance door inside block C ground floor east wing
- C.3.28. 1 x camera emergency exit door block C ground floor west wing
- C.3.29. 1 x camera entrance door inside block C ground floor west wing
- C.3.30. 1 x camera emergency exit door block C 1<sup>st</sup> floor east wing
- C.3.31. 1 x camera entrance door inside block C 1<sup>st</sup> floor east wing
- C.3.32. 1 x camera emergency exit doors block C 1<sup>st</sup> floor west wing
- C.3.33. 1 x camera entrance door inside block C 1<sup>st</sup> floor west wing
- C.3.34. 1 x camera basement gate Block C entrance
- C.3.35. 1 x camera facial recognition in
- C.3.36. 1 x camera basement gate in registration reader in.
- C.3.37. 1 x camera facial recognition out.
- C.3.38. 1 x camera basement gate in registration number reader out.
- C.3.39. 1 x camera basement access control door block B south
- C.3.40. 1 x camera basement access control door block B north
- C.3.41. 1 x camera basement access control door block C
- C.3.42. 12 x cameras basement parking bays.
- C.3.43. 1 x camera for Gauteng confiscated store room
- C.3.44. 1 x camera for GM Regions store rooms
- C.3.45. 2 x cameras for Engineering store rooms
- C.3.46. 1 x camera for IT store room
- C.3.47. 1 x camera for assets store room
- C.3.48. 1 x camera control room inside
- C.3.49. 1 x camera library area
- C.3.50. 1 x camera gymnasium area
- C.3.51. 1 x camera restaurant area
- C.3.52. 1 x 18 TB CCTV cameras NVR footage storage server
- C.3.53. 1 x Embedded NVR: HIK VISION/equivalent capable of connecting 128 CCTV cameras

**Total 91 cameras for both inside and outside**

**C.4.** 46 Surge protectors for outside CCTV cameras.

## **D. Visitors Management Systems.**

### **D.1. Visitors management system block B and C**

- D.1.1. Visitor management will be achieved with the existing infrastructure of S2 Security Controller.
- D.1.2. The reception PC will access the S2 portal using a Receptionist's profile which will only be able to add a User with Visitor privileges.
- D.1.3. A batch of Visitor Cards will be printed with the card number displayed on the front of the card.
- D.1.4. When a user is recorded on the system, the card number will be recorded on their S2 profile and this will give the visitor access to predetermined doors.
- D.1.5. When the visitor leaves a building, the exit turnstile will have a card drop box.
- D.1.6. The visitor will then scan on the exit turnstile reader and then drop the card in the drop box before access to exit is granted.

### **D.2 System overview.**

The system shall:

- D.2.1. Keep track of contractors and consultants.
- D.2.2. Track which employees have regular visitors.
- D.2.3. Secure visitors log.
- D.2.4. Clearly identify visitors by category, to restrict access to vulnerable goods and information.
- D.2.5. Designate special area for visitors with custom badges.
- D.2.6. Process most visitors in 20 seconds.
- D.2.7. Track and print temporary parking passes.
- D.2.8. Print vehicle window passes.
- D.2.9. Use self-expiring badges to tighten security.
- D.2.10. Generate end-of-day reports to ensure regular compliance.
- D.2.11. Label information packets with personalised customer information; and
- D.2.12. Must be customised with ICASA logo.

### **D.3 Visitor pre-registration.**

The system shall support:

- D.3.1. Visitors pre-registration to include security level, length of stay, and maximum entries
- D.3.2. Visitors pre-registration by using front desk. Microsoft office outlook calendar or through web-based application.
- D.3.3. Group/event pre-registration, pre-loading of visitor's picture, badge pre-printing and arrival instructions.
- D.3.4. Complete visitor's registration processing in 20 seconds.

#### **D.4 Visitor information capture.**

The system shall support:

- D.4.1. Quick and complete capture of visitor information as an essential component for proper record keeping and security checks.
- D.4.2. Capture of visitor information using various hardware devices. The tasks that can be performed include scanning business cards, scanning driver license, visitor photo capturing signature and 2D bar code scanning of licenses.
- D.4.3. Quick processing of large group of visitors through queuing of capturing data

#### **D.5 Visitor authentication.**

The system shall support:

- D.5.1 Recalling of previous visit information (including pictures) when a visitor revisits.
- D.5.2. Authenticating a person as having proper identification and determining that he or she is who they claim to be.

#### **D.6 Visitor authorization**

The system shall support:

- D.6.1 Enforcing visitor authorization prior printing a badge, entering the premises authorizing visitor at reception, security check lob, or remotely

by the host employee.

D.6.2 Providing a denied visitors list.

## **D.7 Visitors badges generation.**

The system shall:

D.7.1. Provide quick, cost-effective and individualized badging as an essential component of proper visitor's identification.

D.7.2. Allow printing of individualized visitor badges containing name, picture, expiration date and valid access areas.

D.7.3. Customise badge template of ICASA logo for visitors, VIPs and contractors

## **D.8 Host notification.**

The system shall notify host:

D.8.1. Of a visitor's arrival by email message or real-time network messaging.

D.8.2. When a visitor does not sign out.

## **D.9 Assets and deliveries.**

The system shall:

D.9.1. Track assets and deliveries as they arrive and depart premises

D.9.2. Generate asset and delivery tags and scan assets and deliveries in and out barcode scanner.

D.9.3. Provide email notification of delivery recipient unreturned assets.

## **D.10 Technical specification**

The system shall come up with:

D.10.1. Software compatible to current access control system S2

D.10.2. Work station requirements

D.10.3. Database support

D.10.4. Webserver requirements

D.10.5. Web integration

D.10.6. Visitor ID capture/ scanner

D.10.7. Visitor photo capture



- D.10.8. ICASA Customised orientation video for visitors
- D.10.9. Badge/ pass printer
- D.10.10. Driver's license/ ID and vehicle disk scanner.

## **E. RFID tag system**

- E.1. 200 tags for ICASA laptops block B
- E.2. 200 tags for ICASA laptops block C
- E.3. RFID tags which will be affixed onto laptop assets and assigned to an employee.
- E.4. Access doors will have long range RFID readers which will scan the tags on the laptops.
- E.5. The employee will then have to scan their finger and only if the RFID tag matches the employee's scanned finger, access be granted.
- E.6. For the Asset Tracking project to be implemented, ICASA will require the long- range RFID readers and RFID tags to be fixed on each laptop asset.

## **F. Monitoring screens**

- F.1. 6x 55" Monitor screens

## **G. Walk through metal detectors and X ray machines**

- G.1. 1 x walk through metal detector for block B
- G.2. 1 x walk through metal detectors for block C  
(Garret MT 5500 walkthrough metal detector)
- G.3. 1 x X-ray machine for block B
- G.4. 1 x X-ray machine for C  
(Auto Clear 5333 53 cm wide x 33 cm high)

## **H. The prospective service provider will provide installation and should adhere to the following, namely:**

### **H.1 Installation of additional security systems (Work Methodology)**

- H.1.1. The systems should be incorporated in to ICASA's existing security system

- H.1.2. The system should be linked to ICASA IT network system
- H.1.3. The cables should be marked
- H.1.4. The colour of security systems should be blue
- H.1.5. Cabling patches should be at least 1.5 m.

## **H.2 Supply and installation of the Hardware and Software**

- H.2.1. Supply and installation of all hardware and software as specified in the proposal.
- H.2.2. All configurations of the hardware and software to bring them to working order.
- H.2.3. Full documentation of all the hardware and software supplied.

## **H.3 Documentation**

- H.3.1. Built drawings of the system and network with diagrams of the system location on completion of the project.
- H.3.2. User manual on how to operate and use the system

## **H.4 Training**

- H.4.1 The service provider shall give hands-on orientation and training to ICASA security staff on how to operate after the equipment and system.

## **H.5. Warranty on Equipment**

- H.5.1 Service provider shall specify warranty on the equipment supplied.

## **H.6. Warranty of service**

- H.6.1 Service providers must indicate availability to attend problems and issues related to the implementation of the solution that may rise after commissioning of the project.

## **H.7 Level of Support**

- H.7.1 Service provider shall indicate how On-site support will be carried out including response time.

## H.8 Security Clearances

H.8.1 The bidders shall supply and maintain a list of personnel involved on the project indicating their clearance status. The preferred service provider will be screened by ICASA.

### 4. Period of Assignment

The duration of this project will be entered by the two parties and the service provider will submit Project plan with clear time frames. All work is to be carried out in accordance with the time schedule as agreed with ICASA.

### 5. Pre-qualification criteria

***NB: Service Providers are requested to conduct a site inspection of the above mentioned premises before submission of price schedule.***

**Bidders are requested to submit the following:**

**Only locally produced/manufactured cables with minimum threshold for local production/content will be considered.**

## 6. Evaluation criteria

No	Category (Cut-off 70)	Points																		
<b>A</b>	Functionality: Pre-qualification criteria (cut-off 70%)																			
	<b>Mandatory requirements</b>																			
	<b>Functional Proposal</b>																			
<b>1</b>	<b>Experience and knowledge of Key personnel</b> i.e. Project Manager & two Technicians in performing a similar work, at least 2-5 years of experience in relevant project <table border="1" data-bbox="276 678 1281 1292"> <thead> <tr> <th>No</th><th>Functionality</th><th>Score</th></tr> </thead> <tbody> <tr> <td>1.</td><td>Attached all CVs of Project Manager and two Technicians with qualifications for technical installation with 5 years or more of experience.</td><td>5</td></tr> <tr> <td>2.</td><td>Attached CVs of Project Manager and two Technicians with qualifications for technical installation with 3-4 years of experience.</td><td>4</td></tr> <tr> <td>3.</td><td>Attached CVs of a project Manager and two Technicians with qualifications for technical installation with 2 years of experience.</td><td>3</td></tr> <tr> <td>4.</td><td>Attached CV of only Project Manager and two technicians with qualifications for Technical installation with less than 2 years of experience.</td><td>2</td></tr> <tr> <td>5.</td><td>Irrelevant information/ no response</td><td>1</td></tr> </tbody> </table>	No	Functionality	Score	1.	Attached all CVs of Project Manager and two Technicians with qualifications for technical installation with 5 years or more of experience.	5	2.	Attached CVs of Project Manager and two Technicians with qualifications for technical installation with 3-4 years of experience.	4	3.	Attached CVs of a project Manager and two Technicians with qualifications for technical installation with 2 years of experience.	3	4.	Attached CV of only Project Manager and two technicians with qualifications for Technical installation with less than 2 years of experience.	2	5.	Irrelevant information/ no response	1	30
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2	<p><b>Bidder's experience in installation of the security systems</b> i.e. Attach three (3) contactable references where bidder performed similar work:</p> <table border="1" data-bbox="276 338 1289 757"> <thead> <tr> <th>No</th><th>Functionality</th><th>Score</th></tr> </thead> <tbody> <tr> <td>1.</td><td>Attached 3 references where similar work was done</td><td>5</td></tr> <tr> <td>2.</td><td>Attached 2 references where similar work was done</td><td>4</td></tr> <tr> <td>3.</td><td>Attached 1 reference where similar work was done</td><td>3</td></tr> <tr> <td>4.</td><td>No attachment of references but bidder has experience in doing similar work</td><td>2</td></tr> <tr> <td>5.</td><td>No attachment of references and bidder don't have any experience in doing similar work</td><td>1</td></tr> </tbody> </table>	No	Functionality	Score	1.	Attached 3 references where similar work was done	5	2.	Attached 2 references where similar work was done	4	3.	Attached 1 reference where similar work was done	3	4.	No attachment of references but bidder has experience in doing similar work	2	5.	No attachment of references and bidder don't have any experience in doing similar work	1	10
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3	<p><b>Attach proof of Company &amp; Directors' PSIRA registration and Company's accreditation certificate as security systems installer</b> i.e. Attach proof of PSIRA registration and accreditation certificate as security systems installer.</p> <table border="1" data-bbox="252 1025 1289 1626"> <thead> <tr> <th>No</th><th>Functionality</th><th>Score</th></tr> </thead> <tbody> <tr> <td>1.</td><td>Attached proof of both Company's and Directors' PSIRA registration and Company's accreditation certificate as security systems installer</td><td>5</td></tr> <tr> <td>2.</td><td>Attached proof of Company's PSIRA registration and Company's accreditation certificate as security systems installer only</td><td>4</td></tr> <tr> <td>3.</td><td>Attached only proof of company's accreditation certificate as security systems installer</td><td>3</td></tr> <tr> <td>4.</td><td>Attached proof of company's PSIRA registration only</td><td>2</td></tr> <tr> <td>5.</td><td>Did not attach any proof of PSIRA registration and accreditation certificate as security systems installer</td><td>1</td></tr> </tbody> </table>	No	Functionality	Score	1.	Attached proof of both Company's and Directors' PSIRA registration and Company's accreditation certificate as security systems installer	5	2.	Attached proof of Company's PSIRA registration and Company's accreditation certificate as security systems installer only	4	3.	Attached only proof of company's accreditation certificate as security systems installer	3	4.	Attached proof of company's PSIRA registration only	2	5.	Did not attach any proof of PSIRA registration and accreditation certificate as security systems installer	1	30
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4.	<p><b>Project Management &amp; Work Methodology</b></p> <p>The service provider must provide work methodology &amp; the project plan implementation which should be completed by <b>31 October 2018</b>. The plan must be detailed and must include, but not be limited to activities, tasks, timeframes, deliverables, project initiation document, project kick-off meeting, weekly/monthly project report, risk &amp; issue register, project close-out report.</p> <table> <tr> <th>Description</th><th>Points</th></tr> <tr> <td>Provided realistic methodology and implementation plan for completion by <b>31 October 2018</b>. The plan includes details on activities/tasks, timeframes, deliverables, project initiation, project kick-off, monthly project reports, risks issues register, project close-out.</td><td>5</td></tr> <tr> <td>Provided realistic work methodology and implementation plan for completion by <b>31 October 2018</b>. The plan includes details on activities/tasks, timeframes, deliverables, project initiation, project kick-off, monthly project reports, risks issues register.</td><td>4</td></tr> <tr> <td>Provided realistic work methodology and implementation plan for completion by <b>31 October 2018</b>. The plan includes details on activities/tasks, timeframes, deliverables, project initiation, monthly project reports, risks issues register.</td><td>3</td></tr> <tr> <td>Provided insufficient information on the proposed solution/methodology</td><td>2</td></tr> <tr> <td>Provided irrelevant information/no response on the proposed methodology</td><td>1</td></tr> <tr> <td colspan="2"><b>Total functionality pre-qualification criteria</b></td></tr> </table>	Description	Points	Provided realistic methodology and implementation plan for completion by <b>31 October 2018</b> . The plan includes details on activities/tasks, timeframes, deliverables, project initiation, project kick-off, monthly project reports, risks issues register, project close-out.	5	Provided realistic work methodology and implementation plan for completion by <b>31 October 2018</b> . The plan includes details on activities/tasks, timeframes, deliverables, project initiation, project kick-off, monthly project reports, risks issues register.	4	Provided realistic work methodology and implementation plan for completion by <b>31 October 2018</b> . The plan includes details on activities/tasks, timeframes, deliverables, project initiation, monthly project reports, risks issues register.	3	Provided insufficient information on the proposed solution/methodology	2	Provided irrelevant information/no response on the proposed methodology	1	<b>Total functionality pre-qualification criteria</b>		30
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<b>Total functionality pre-qualification criteria</b>																
100																

<b>7. Reporting</b>
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7.1 The Service Provider will submit progress reports as per the agreed project plan to ICASA.

## 8. Special Conditions

- 8.1. The company must be accredited as security systems installer;
- 8.2. The Security Company must be registered with the Private Security Industry Regulatory Authority (PSIRA);
- 8.3. Shortlisted companies may be screened for security clearance by the State Security Agency (SSA);

- 8.4. Successful bidder will be required to furnish ICASA with the insurance cover between R2,000,000.00 to R4,000,000.00;
- 8.5. The service provider may be required to be in possession of valid security clearances to the level determined by State Security Agency (SSA) to be commensurate with the nature of the project activities they are involved in; and
- 8.6. The cost of obtaining suitable clearances is for the account of the bidders. The bidders shall supply and maintain a list personnel involved on the project indicating their clearance status.

## 9. Briefing Session

There is a compulsory briefing session. Failure to attend will result in the disqualification of a bidder's response.

## 10. Mandatory Requirements Compliance

Bidders must indicate their compliance to the following mandatory requirements by ticking in the correct box, provide material (documents) evidence and substantiate were required. Failure to provide any material evidence authenticating compliance to all or any of the below requirements may result in your bid being disqualified.

<b>10.1. Proof of accreditation as system installer</b>	<b>Comply</b>	<b>Not Comply</b>
<b>Substantiate/Comment</b>		
<b>10.2. Proof of valid PSIRA registration</b>		
<b>Substantiate/Comment</b>		
<b>10.3. Proof of liability insurance</b>		
<b>Substantiate/Comment</b>		
<b>10.4. Proof of valid COIDA, Pension &amp; UIF</b>	<b>Comply</b>	<b>Not Comply</b>

<b>Substantiate/Comment</b>		
<b>10.5. Work Methodology and Implementation Plan</b> 10.5.1 Bidders must provide a detailed project Implementation plan and capacity 10.5.2 Bidders must provide details on their contingency plans during emergencies and strikes	<b>Comply</b>	<b>Not Comply</b>
<b>Substantiate/Comment</b>		
<b>10.6 Customer Services &amp; Reporting</b>	<b>Comply</b>	<b>Not Comply</b>
10.6.1 Please indicate how you deal with your communication lines' vulnerability, e.g. when Telkom Lines are down-what are your alternatives/options 10.6.2 Please indicate how you deal with your power supply vulnerability, e.g. Do you have backup generators/other alternatives?		
<b>Substantiate/ Comment</b>		



<b>10.7 Bidders experience in installation of security systems</b>	<b>Comply</b>	<b>Not Comply</b>
<p>10.7.1. Bidders must provide at least three (3) contactable references where your company provided installation services in the last three years. Minimum of three (3) reference letters, less than 2 years old. References should include name of company, nature of contract, contact person, contact number and period for which contract was/is awarded</p> <p>10.7.2. The bidder must also indicate the number of years the company has been operating in the security industry (industry experience)</p>		
<b>Substantiate/ Comment</b>		
<b>10.8 Experience of bidders proposed team</b>	<b>Comply</b>	<b>Not Comply</b>
<p>Qualifications &amp; Experience of Executive, Project Manager &amp; staff.</p> <p><b>Service provider to submit abridged CV's of personnel to be deployed on the project at ICASA with proof of relevant training.</b></p>		
<b>Substantiate/ Comment</b>		
<b>10.9 Statutory Compliance</b>	<b>Comply</b>	<b>Not Comply</b>
<p>Bidders must be prepared to work at rates not exceeding those prescribed by approved national legislation.</p>		
<b>Substantiate/ Comment</b>		

<p><b>10.10</b> The service provider indemnifies ICASA from any claim from a third party and all costs or legal expenses with regard to such claim for loss or damage resulting from the death, injury or ailment of any person, or the damage of property of the service provider or any other person that may result from, or be related to the execution of this contract.</p>	<p><b>Comply</b></p>	<p><b>Not Comply</b></p>
<p><b>Substantiate/ Comment</b></p>		
<p><b>10.11</b> The service provider will be held responsible for any damage or theft by his employees or due to their negligence whether in the normal execution of their duties or otherwise and a claim for indemnification can accordingly be imposed by ICASA against the service provider.</p>	<p><b>Comply</b></p>	<p><b>Not Comply</b></p>
<p><b>Substantiate/ Comment</b></p>		
<p><b>10.12</b> Damages to ICASA Property – In the case of damages resulting from providing the service, the service provider undertakes to rectify/repair the damage immediately after notification by the Security Management in the Authority. If the service provider fails to act after notification, ICASA will rectify the damages and costs will be recovered from the service provider.</p>	<p><b>Comply</b></p>	<p><b>Not Comply</b></p>
<p><b>Substantiate/ Comment</b></p>		

<b>10.13</b> ICASA shall not tolerate any unfair labour practices between the service provider and their employees that may affect the service. Labour disputes are the sole responsibility of the service provider.	<b>Comply</b>	<b>Not Comply</b>
<b>Substantiate/ Comment</b>		
<b>10.14</b> In cases of any failure to comply with any of the conditions of the contract or unsatisfactory rendering of services, the stipulations of the General Conditions of Contract (GCC) will be applicable.	<b>Comply</b>	<b>Not Comply</b>
<b>Substantiate/ Comment</b>		
<b>10.15</b> ICASA reserves the right to withdraw	<b>Comply</b>	<b>Not Comply</b>
<b>Substantiate/ Comment</b>		

## 11. Detailed References

Provide at least three (3) recent contactable references, with reference letters for which your company has rendered similar services.

Customer/Company	Work performed/Nature of Project	Years contracted in the business	Contact person	Contact tel no.

NB: Bidders must be aware that the Authority will be contacting these companies for verification.

## **ANNEXURE B**

### **Financials and price structure**

1. Please indicate your total Bid price here: R..... (Mandatory)
2. Important: It is mandatory to indicate your total bid price as requested above. This price must be the same as the total bid price you submit in your pricing schedule. Should the total bid prices differ, the one indicated above will be taken into consideration.
3. NB: All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).

4. Are the rates quoted firm for the full period of the contract? 

YES	NO
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5. Mandatory: If not firm for the full period, provide details of the basis on which adjustments will be applied for. E.g. CPI, and also details of the cost breakdown:

6. Important: all the consortium or joint venture partners must submit a complete set of the latest audited financial statements.

7.

The cost of installation, commissioning, delivery, site preparation etc. must be included in this proposal.	<b>Comply</b>	<b>Do not comply</b>
<b>Comment</b>		

8.

Yearly increases in the maintenance cost must be clearly indicated.	<b>Comply</b>	<b>Do not comply</b>
<b>Comment</b>		

9.

Yearly price increases on maintenance and license fees must not exceed the CPI, with the anniversary date of the contract as baseline.	<b>Comply</b>	<b>Do not comply</b>
<b>Comment</b>		

10.

No price adjustments that are 100% linked to exchange rate variations will be allowed.	<b>Comply</b>	<b>Do not comply</b>
<b>Comment</b>		

11.

All additional costs must be clearly specified.	<b>Comply</b>	<b>Do not comply</b>
<b>Comment</b>		

SBD 9

#### **A. ACCESS CONTROL SYSTEM**

<b>No</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit price</b>	<b>Total price</b>
<b>1</b>	Biometric finger readers	10		
<b>2</b>	Push button/no touch buttons	5		
<b>3</b>	Back plates and screws for biometrics	40		
<b>4</b>	Key override devices	4		
<b>5</b>	Emergency break glass	83		
<b>6</b>	Emergency break glass fire escape red	16		
<b>7</b>	Door closures	83		
<b>8</b>	Node box (35 blades)	5		
<b>9</b>	Door license	27		
<b>10</b>	Power supply Units	36		
<b>11</b>	Magnetic locks	102		

No	Description	Quantity	Unit price	Total price
12	Sound bombs & sms/email notification system	146		
13	Door sensors	146		
14	48 port cisco network switches	6		
15	2-way optical swing speedlane turnstiles	10		
16	RFID proximity readers	20		
17	RFID proximity cards	500		
18	RFID tags for laptops	300		
19	RFID Scanners & software	12		
20	Walkthrough metal detectors	2		
21	X-ray machines	2		
		<b>Sub Total</b>		
		<b>VAT @ 15%</b>		
		<b>Total Amount</b>		

## **B. CCTV CAMERAS SYSTEM**

No	Description	Quantity	Unit price	Total price
1	Hikvision Cameras 3MP	82		
2	Hikvision PTZ Cameras 4MP	7		
3	Hikvision loitering Cameras 4MP	2		
4	Surge protectors	46		
5	18 TB CCTV cameras NVR footage storage server	1		
6	HIK VISION/Equivalent Embedded NVR	1		
7	CCTV Monitor screens 55"	6		
8	Visitors management system PC & software	1		
9	Public Address (PA) system	1		
10	CCTV cameras & access control integration software	1		
		<b>Sub Total</b>		
		<b>VAT @ 15%</b>		
		<b>Total Amount</b>		