



RFP 04/2022A Provision of Armed Guarding, Tactical Response and Close Protection

RFP 04/2022B Provision of Unarmed Guarding Security Services

Virtual Briefing Session: 24 June 22 at 11H00

RFP No.: RFP 04/2022

Closing Date: 18 July 2022, 11h00

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Bid Evaluation Committee

Procurement

Sourcing Lead: Procurement – Project Oversight

Governance, Compliance & Risk Specialist – Audit

Tender Office – Bid Opening

Value Delivery Planning – Price Evaluator

B-BBEE Evaluator

SARS Business Unit

Bid Specification Committee

Technical Evaluators

Corporate Legal Services

Legal Specialist

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RFP TIMELINES

ACTIVITY	DATE
Advertisement of Bid in the: <ul style="list-style-type: none"> National Treasury Tender Portal. 	17 June 2022
Tender documents on SARS website	17 June 2022
Non-compulsory virtual briefing session	24 June 2022
Last date for questions relating to RFP	07 July 2022
Bid Closing Date	18 July 2022 at 11:00am
Notice to bidders	Sept/Oct 2022*

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BACKGROUND & SCOPE OF WORK

Refer to Paragraphs 3 & 9 of the Main RFP Documents for both RFP 04/2022A and RFP 04/2022B



RFP 04-2022A



RFP 04/2022B

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BID EVALUATION PROCESS

Refer to section 11 of the RFP doc for RFP 04/2022A & RFP 04/2022B

Gate 0

Pre-Qualification

- Invitation to Bid SBD 1
- Tax Compliance
- Central Registration Report (Central Database System) from NT
- SARS Oath / Affirmation of Secrecy
- Declaration of interest SBD 4
- Supplier cost and risk assessment questionnaire
- Preference Claim form - SBD 6.1
- General Conditions of Contract (GCC)
- A complete set of audited / reviewed annual financial statements for three (3) most recent financial periods in the name of the bidding entity
- Service Provider Compliance checklist for Technical Evaluation – Annexure C

BID EVALUATION PROCESS

Refer to section 11 of the RFP doc for RFP 04/2022A & RFP 04/2022B

Gate 1

Mandatory Requirements

- Valid B-BBEE Status Level Verification Certificate or sworn affidavit with a B-BBEE status level 1 or 2.
 - Current and valid copy of a Letter of Good Standing issued by PSIRA not older than three (3) months. Refer to an example attached as Annexure F.
- *Bidders must take PARTICULAR NOTICE that a certificate of registration from PSIRA is not acceptable for purposes of compliance with this requirement.

BID EVALUATION PROCESS

Refer to section 11 of the RFP doc

Gate 2: RFP 04/2022A

Technical Evaluation

100 points

Achieve overall score of 75 out of 100 points to proceed to Gate 3

Refer to:

- Annexure C1: Technical Evaluation Criteria

Gate 2: RFP 04/2022B

Technical Evaluation

100 points

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

Refer to:

- Annexure C2: Technical Evaluation Criteria

BID EVALUATION PROCESS- PRICING EVALUATION

Refer to section 11 of the RFP doc

Gate 3: RFP 04/2022A

Price Evaluation

90 Points

Bidders must refer to Annexure D1 for the Pricing Template



Annexure D1

Gate 3: RFP 04/2022B

Price Evaluation

90 Points

Bidders must refer to Annexure D2 for the Pricing Template



Annexure D2

BID EVALUATION PROCESS- B-BBEE EVALUATION

Refer to section 11 of the RFP doc

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

IMPORTANT COMPLIANCE TO B-BBEE REQUIREMENTS

- Mandatory requirement – Minimum level 1 OR 2
Disqualification – Bidder does not proceed to technical evaluation
- Points allocated and added to points derived from pricing to determine bidder recommended for award

Bidders MUST complete and sign the SBD 6.1 form to claim the Bidder's B-BBEE preference points.

Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a certified sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE, together with the bid, will be considered non-responsive bid.

BID EVALUATION PROCESS- B-BBEE EVALUATION

Refer to section 11 of the RFP doc

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

Classification	Turnover	Submission Requirement
Exempted Enterprise (EME) Micro	Below R10 million p.a.	Sworn affidavit or a certified copy of a B-BBEE Rating Certificate from a SANAS accredited rating agency or a certificate from the Companies and Intellectual Property Commission (“CIPC”).
Qualifying Enterprise (QSE) Small	Between R10 million and R50 million p.a.	Sworn affidavit – Only 51% Black Owned (BO) and above, or certified copy of a 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.

BID EVALUATION PROCESS- B-BBEE EVALUATION

BID DECLARATION

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

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 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 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

8 SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 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? YES / NO (delete which is not applicable)

BID EVALUATION PROCESS- B-BBEE EVALUATION

Refer to section 11 of the RFP doc

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.
- 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.

BID EVALUATION PROCESS- B-BBEE EVALUATION

SUB-CONTRACTING

Bidders who want to claim preference points will have to comply fully with regulations

6(5) and 12(3) of the Preferential Procurement Regulations, 2017 with regard to sub-contracting:

Regulation 6(5)

A tenderer may not be awarded points for B-BBEE status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.

Regulation 12(3)

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

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FINANCIAL ANALYSIS

Refer to sections 11.5 of the RFP document for RFP 04/2022A & RFP 04/2022B.

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MASTER SERVICES AGREEMENTS

The successful Bidders will be expected to enter into a Master Services Agreement with SARS.

The draft MSA is attached as Annexure E1 for RFP 04/2022A and Annexure E2 for RFP 04/2022B

Bidders are requested to:

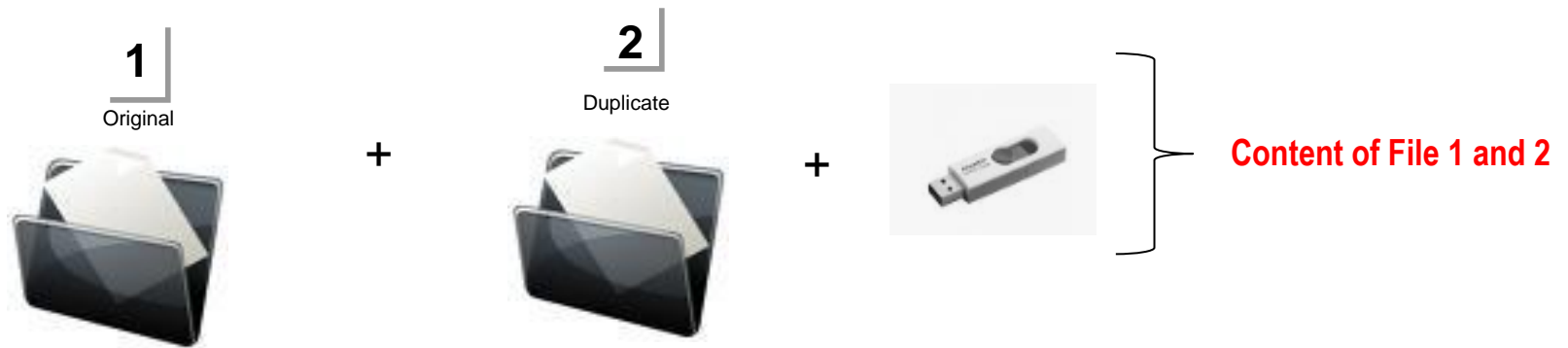
- Comment on the terms and conditions set out in the Services Agreement and where necessary, make proposals to the terms and conditions;
- Each comment and/or amendment must be explained; and
- All changes and/or amendments to the Services Agreement must be in an easily identifiable colour font and tracked for ease of reference.

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BID SUBMISSION

Bidders must submit copies of each file (Original and Duplicate) and a USB with content of each file by **18 July 2022 at 11:00am**. (Refer to section 10 of the main RFP document)



TENDER BOX

Tender Office SARS Procurement, Lehae La SARS Head Office, 299 Bronkhorst Street Nieu Mucleneuk, Pretoria

Any enquiries must be referred, in writing via email: tenderoffice@sars.gov.za

FILE 1: ORIGINAL / DUPLICATE

Exhibit 1

Pre-qualification documents (as per table 10 A)

- Pre-qualification documents (SBD documents)
- Indication of Region bidding for – Annexure A1 or A2
- Mandatory Evaluation Documents



Exhibit 2

Technical Documents

- Service Provider's Compliance Checklist for the Technical Evaluation
- Response to Technical Requirements **ON EACH REGION BIDDING FOR** as per Annexure C1 or C2 Technical Evaluation Criteria.
- Supporting documents for the technical responses



Exhibit 3

- General Conditions of Contract (GCC)
- Draft Master Services Agreement



FILE 2: ORIGINAL / DUPLICATE

Exhibit 1

- SBD 6.1 Preference Point Claim Form
- B-BBEE Certificate/ Affidavit
- Pricing Schedule



Exhibit 2

- Three (3) years audited/reviewed financial statements



Note

SARS request that Bidders use Lever Arch files to package their proposals.

Thank you
Re a leboha
Re a leboga
Ndza Khensa
Dankie
Ndi a livhuwa
Ngiyabonga
Enkosi
Ngiyathokoza

QUESTION AND ANSWERS

