



KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

BID NO : ZNQP 01/09/2025

Description : Rendering of security services for Department of Public Works:
eThekweni Region for a period of One (01) month at Stanger district
office.

Advert date : 04 September 2025

Closing Date : 10 September 2025

Time : 11h00

Documents available for collection from : Department of Public Works: eThekweni Regional Office: 455A King
Cetshwayo Highway, Mayville– SCM -Ground floor (helpdesk),
during working hours (08h00 to 15h45)

At no Cost documents to the : The complete quotation document can be downloaded
from www.kznworks.gov.za under: Tender Bids and
Quotations/The e-Tender Portal www.etenders.gov.za
under browse opportunities

Cost of tender document : n/a

Compulsory Pre-Tender Briefing Meeting/ Bid Clarification Meeting: Compulsory briefing meeting will not
be conducted.

Closing Date and Time: 10 September 2025 at 11h00 am.

**NB. Completed quotation documents are only to be deposited in the Tender box no.6 at 455A King
Cetshwayo Highway, Mayville 4091 (Basement tender office-Helpdesk)**

Tender Validity: 90 days

Contract Period: 01 Month

Enquiries relating to the quotation document may be directed to

Tel: 066 535 7932 email: thobeka.mcanyana@kznworks.gov.za

All technical enquiries may be directed to

Tel: 072 514 1239 email: David.Arnajalem@kznworks.gov.za

Conditions of Tender:

Prequalifying Criteria

Evaluation Criteria

- Administrative compliance, mandatory requirements, Quality, financial offer, and preference offer.

Phase 1:

Administrative Compliance

- Correctness of quotation documents.
- Compliance with quotation regulations (registration with CSD)

Phase 2:

Mandatory Documents Requirements

1. Owner/Director of the entity must have Grade A or B PSIRA grading
(provide proof of certificate for registration must be certified copies not older than 3 months).
2. The entity must be registered with PSIRA (provide proof of certificate for registration).
3. The security company must submit a letter confirming that the security guard will be paid according to PSIRA rates. (please provide salary advice or pay slip not older than 3 months).
4. Registration with Compensation for Occupational Injuries and Disease Act (COIDA) Workman's Compensation registration (please provide letter of good standing as proof).
5. Proof of registration with Unemployment Insurance Fund (UIF) (proof of payment or EMP201 not older than three (03) months).
6. Please provide proof of registration with Private Security Sector Provident Fund (PSSPF) in the form of:
 - (a) A letter or a certificate
 - (b) Compliance confirmation status of the employer from PSSPF.
7. Company must have a minimum of one (01) sedan vehicle owned by the company/owner/director.
(attach copies of certificates of registration in respect of motor vehicle (logbook) or motor vehicle license or valid agreement.
8. Company previous experience as a security company with the following
 - (a) contactable references in the form of a list/schedule detailing of work done,
 - (b) accompanied by three (03) letters of awards/contracts or three (03) purchase orders OR service level agreementNB: All must not be older than five years.
9. Valid ICASA (Independent Communication Authority South Africa) Licence for radio equipment or valid proof of registration with ICASA in the form of a lease agreement with the third party indicating the relationship agreement (attach licence for the service provider).

Failure to meet the above mandatory requirement will lead to immediate disqualification.

Phase 3:

Specific Goals

- The 80/20-point system is applicable for this quote with the following Specific Goal Requirements and documentary proof as per the quotation document must be provided for claiming of points for specific goals.

Price		80 Points
Specific goals: Total Points	Documents Required	20 Points
"Ownership by People who are Women	1) EME or QSE Sworn Affidavit; signed and dated by Commissioner of Oaths 2) Certified Copy of Identity Document/s"	20 Points

BIDDERS TO NOTE

1. Requirement of sealing, addressing, delivering and assessment of the tender are contained in the tender document.
2. The department reserves a right not to award the lowest bidder.
3. In addition, the department will conduct a detailed risk assessment prior to the award of the quotation.
4. Submission of a PDF copy of the completed quotation document together with all the supporting tender documents must be submitted on the close of tender.
5. Late submissions will not be accepted.

6. Faxed or emailed bids are not accepted.
7. Only bidders registered on the Central Suppliers Database (CSD) are eligible to submit quotations.
8. Multiple quotations will be limited to One (1) awards (unless by exception due to circumstances) to spread the work amongst many successful bidders and to minimize the risk to the Department.
9. Bidders' attention is drawn to the Mandatory Requirements as listed in the bid document as well as the phased sequence of the bid evaluation process. **Refer to page 1 of 52.**
10. Potential bidders must visit the sites on their own cost and arrangement to fully familiarize them with the logistics, conditions and access to the sites.
11. Upon appointment, the successful bidder is required to provide documentation of liability insurance that will cover costs incurred in cases of security breaches such as break-ins and theft under their watch.

You are requested to familiarize yourself with the terms of reference in section L

The offers must remain valid for a period of 90 days from the closing date of the submission of bids.