



BREED VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

BID : BV874/2021

DESCRIPTION : PROVISION OF SECURITY SERVICES FOR A PERIOD ENDING 30 JUNE 2024

MINUTES OF THE VIRTUAL NON COMPULSORY CLARIFICATION MEETING HELD ON WEDNESDAY, 19 JANUARY 2022 AT 11:00 VIA MICROSOFT TEAMS

1. ATTENDANCE

1.1 PRESENT

Mr.	T. Crotz	: Superintendent: Support Services (Chairperson)
	K. Moteetee	: Manager: Procurement
Mrs.	L. Plaatjies	: Senior Clerk: Procurement (observer)

External: (See attached virtual clarification meeting attendance register)

APOLOGIES

None

ABSENT

None

2. WELCOME

2.1 Mr. Moteetee opened the meeting and welcomed the attendees present at the Clarification/ Site Meeting.

2.4 The Bid is for the provision of security services for a period ending 30 June 2024

3. DISCUSSION

3.1 A brief description on the background of this tender was given, which involves the ision of security services and access control at various sites located in the Breede Valley Municipality. The Municipality seeks to appoint security company /service provider to undertake the security services to the Breede Valley Municipality for a period ending 30 June 2024.

3.2 Mr. Moteetee notified the representatives that he muted everyone present to prevent interference as well as to ensure that the quality of the virtual clarification meeting is excellent. In addition, Mr. Moteetee indicated that should the representatives have any questions, concerns or comment during the meeting they should virtually raise their hand unmute themselves and their question will be addressed. Hu further indicated that he will only pay attention to areas that may need explanation, clarity and or corrections

3.3 General discussions on the bid document took place and the following matters were highlighted as points for noting and or corrections:

- (a) **Closing date, time and venue for submission of tender documents:** A correction was proposed on page 7. The correct location of the tender box is : Breede Valley Credit Control Offices 53 Baring Street, Worcester.

(b) **Eligibility criteria:** The criteria was adequately explained. It was further emphasized that bidders must attach proof of PRISA and COIDA registration to avoid unnecessary disqualification

(c) **Functionality:**

(i) The correct total for functionality on page 56 must be 70 and not 65, comprising of sub-elements as follows:

	Description	Maximum Possible Score
a)	Company establishment	20
b)	Track record and previous experience of service provider	20
c)	Previous relevant projects of similar nature and extent in a Municipal sphere	20
d)	Who have access to individuals who achieved a National Certificate in the field of close protection (VIP	10
Maximum possible score for functionality		70

(ii) On page 57, the first and the second table are a duplication, hence one of the them must be removed.

(iii) Criteria (b) on page 57: Bidders are welcome to provide proof of security projects that were undertaken in the past (current and completed) even if those projects were rendered in other organizations which are not municipalities. Scoring model and minim points remain the same.

(iv) The requirement for criteria (c) on page 58 remains unchanged. Points will only be allocated to service providers who provide proof of having rendered security services to municipalities.

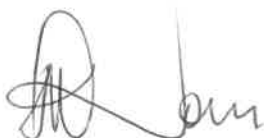
4. CONCLUSION

4.1 Mr Moteetee thanked every participant for interaction.

4.4 The meeting adjourned at 11:14.

5. APPROVAL OF MINUTES

I, Moteetee, the facilitator of before mentioned meeting hereby approve the minutes.



MR. K. MOTEETEE (ON BEHALF OF THE CHAIRPERSON)

25/1/2022

DATE