



**higher education  
& training**  
Department:  
High Education and Training  
REPUBLIC OF SOUTH AFRICA



**Eastcape  
Midlands  
TVET College**

**EASTCAPE MIDLANDS TVET COLLEGE (EMC)**

Herein referred to as (EMC)

**REQUEST POTENTIAL BIDDERS FOR PROPOSALS (RFP) FOR THE  
PROVISION OF CAR TRACKING SERVICES FOR A PERIOD OF 36 MONTHS**

**Tender No.: PU7810/010**

Prospective Suppliers who are interested in participating in the aforementioned tender are invited to submit a proposal in full compliance to the requirement of this tender document. Completed documents with all attachments must be signed and submitted on the PURCO SA Website. Proposals in response to **PU7810/010 THE PROVISION OF CAR TRACKING SERVICES FOR A PERIOD OF 36 MONTHS**

The closing time and date for receipt for online tender **PU7810/010** is at 11h00 on **Wednesday, 23 October 2024.**

<b>Tender number</b>	<b>PU7810/010</b>
<b>Date issued</b>	<b>03/10/2024 (03 October 2024)</b>
<b>Tender closing date</b>	<b>23/10/2024 (23 October 2024) 11h00 AM</b> <b>Tender Submission will be Electronic on <u>www.purcosa.co.za</u></b> <b><u>Supplier Hub- Online Tender Submission Guide</u></b>
<b>Compulsory Information Session</b>	<b>09/10/2024 (09 October 2024) 12h00 AM</b> <b>An online compulsory briefing session will be facilitated via MS Teams</b>

<b>Company Name</b>		
<b>Address</b>		
<b>Contact person</b>	Mr/Mrs/Ms/Dr/Prof.	
<b>Contact numbers</b>	(w)	(cell)
<b>Email address</b>		

*Confidential*

*Page: 1*

## 1.1 DELIVERY INSTRUCTIONS

All Suppliers must submit their responses in the following format:

<b>Appendix Number</b>	<b>Description of Appendix</b>	<b>Requirement</b>
Appendix A	RFP Document	Each page of the RFP document to be initialled by a delegated representative
Appendix B	Completed technical specifications and pricing	A signed copy of the print out of each page of the electronic document. <b>Pricing schedule to also be saved in excel format.</b>
Appendix C	Proof of Bank Account	Cancelled cheque or signed letter from bank
Appendix D	Company registration documents	Company registration documents
Appendix E	Tax clearance certification	An original valid tax clearance certificate
Appendix F	BBBEE certification	A valid B-BBEE certificate from a SANAS accredited agency/Affidavit
Appendix G	Audited Financial Statements/ Management Accounts	Provide Audited Financial statements or Management accounts for the last 2 Years
Appendix H	Registration Licences/ Registered Bodies	Certified Copy of relationships in SA industry to be provided
Appendix I	Declaration of Interest	Please sign point 9 of this tender document
Appendix J	COIDA	Submit valid letter of good standing from the Department of Labour (Not from Federated Employers Mutual Assurance Company FEM)
Appendix K	Registration on National Treasury <b>(CSD)</b>	Provide a copy of the full report of registration on National Treasury Central Supplier Database.

### 1.1.1 STAGE 1: EVALUATION OF FUNCTIONALITY

Tenderers need to obtain a minimum percentage score of 70% and above in order to progress to the next stage of evaluation.

FUNCTIONALITY CRITERIA		POINTS ALLOCATED
<p><b>Provide five (3) contactable references</b></p> <ul style="list-style-type: none"> <li>• of contracts of similar value and service</li> <li>• for the past three (3) years:</li> <li>• letters must be clearly dated</li> <li>• letters must not come from same company</li> </ul> <p>3 References verified 2 References verified 1 Reference verified No evidence provided</p>	<p>= 20 Points = 10 Points = 5 Points = 0 Points</p>	<b>20</b>
<p><b>Company's experience (Submit company profile)</b></p> <p>More than 15 years of experience Experience between 5 and 15 years Experience below 5 years</p>	<p>= 10 points = 5 points = 2.5 points</p>	<b>10</b>
<p><b>Company offices in the Eastern Cape (Send proof of address E,g Utility Bill)</b></p> <p>Proof provided Proof not provided</p>	<p>= 10 points = 5 points = 2.5 points</p>	<b>10</b>
<p><b>Presentation and Quality Assessment</b></p> <p><b>Company car tracker system the following features</b></p> <p>Impact detection and alerts on email and cell phone Speed alerts on email and cell phone must be allocated History trip reports, google maps view and live reports Vehicle logbooks Network GPRS covered Driver panic button Data on dash cameras must be uploaded via 4G to cloud If Company does not have any of the features listed above,</p>	<p>= 10 points = 10 points = 5 points = 5 points = 15 points = 10 points = 5 points = 0points</p>	<b>60</b>
<b>Total Points</b>		<b>100</b>

## **SPECIFICATION:**

### **BACKGROUND**

The College has embarked on a tender process to ensure to source a Service provider that can provide Car tracking services. The process failed, due to non-feasible specifications. In the interim to the tender process. The college has been operating under a month – month renewal of the previous contract.

### **PURPOSE**

Eastcape Midlands TVET College has a fleet of vehicles. In order to strengthen the safety of ECM owned fleet, Monitor utilization, Misuse, fraud and other fleet management related challenges, ECM would like to engage a company to supply and install GPS Vehicle tracking system for all College vehicles.

In light of the above challenges, there is also a need to install a technological advance management and monitoring system (Vehicle Tracking System) from the same reputable experienced services provider.

### **SCOPE OF WORK**

- Install the Vehicle Tracking System and sign a 3 year Agreement and Services Level Agreement.
- The successful bidder will be required to provide thorough training and support to the selected number of system operators who are the ECM Staff members upon completion of the installation of the system.
- Provide a web-based fleet management software and software upgrades
- Provide back up and data restoration solutions to support business continuity
- Provide project commissioning and progress reports of the assignment
- The successful bidder must have a satellite office nearby or around the Province of Eastern Cape

### **ADDITIONAL WORK UPON REQUEST**

- De – installation of the tracking device in case a vehicle is written – off and / or disposed
- Active tracking and monitoring of vehicles,24 hours, seven days a week
- Replace, maintain the tracking device at stipulated times to ensure functionality.

## **DEVICE SPECIFICATION**

- Tracking device which uses GPS (Global Positioning System)
- Device must capture the GPS location and vehicle information at regular intervals and transfer data to a central secure server
- The device must be fitted in the vehicle in a manner that does not interfere with vehicle manufacture warranties.
- The device must allow unlimited tests and searches for device operation
- The device must have a backup battery and must monitor the battery in real time
- The device must be connected to vehicle battery
- The device must allow remote immobilization and mobilization
- The device must allow remote software upgrades
- The device must be able to send email and sms notification system alerts on any of the configured violations
- The device must be able to report movements of the vehicle locked within a geographic space or designated area
- Panic button or warning system, which allows the driver to give alerts in case of emergencies ,which may require urgent responses from the services provider
- Impact sensors must be indicators of crash as and when they occur
- Must interact with the fleet officer employing a warning buzzer ,to prevent violation of parameters
- The system must serve the dual function of active fleet management and stolen vehicle recovery and must be supported by a 24/7/365 call centre which provides both a bureau and stolen vehicle recovery service
- All access to the application software and data MUST be password protected with multiply layers of Passwords and functions tailored to suit end user.
- System must be capable of 3 types of software i.e Physical install in the office, Online
- The system must be zero footprint
- The completed installation and Hardware must be guaranteed for the duration period
- The application software must be able to be networked from various user computer stations to the main server hub – on the Client premises.
- An alternative internet connection to the above data must be available (For afterhours access to the Data)
- The report must be email automatically to other user should they need report.

## **APPICATION DEVICES:**

- Web based fleet Management System
- Location based services (Stolen vehicle recovery)
- Android App for smart phones
- SMS Activated car guard function
- SMS based vehicle location polling
- Configure SMS NAD /or email notification

- High – risk area and border proximity
- Over speed notification
- Harsh braking notification
- Tow notification
- Ignition on/off notification
- Curfew violation notification
- Status of vehicle including speed, location, start/stop
- Trip playback facility
- Standard and hybrid (satellite) maps
- Early warning system – Movement without ignition / tow notification ,curfew violation
- Assist button – Location on the steering column, Centre, console or seatbelt
- Extensive scheduled and on demand report in PDF, MS Excel, or MS Word formats.