



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



**PURCHASING CONSORTIUM SOUTHERN AFRICA (PURCO SA) IN COLLABORATION
WITH FALSE BAY TVET COLLEGE (FBC)**

**INVITES POTENTIAL BIDDERS FOR PROVISION OF SECURITY GUARDS, ARMED
RESPONSE AND ALARM MONITORING FOR SIXTY (60) MONTHS**

TENDER NO: PU9212/130 – FBC T2/2026

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**.

The closing time and date for receipt for online tender **PU9212/130 – FBC T2/2026** is at **11h00**.

Tender number	PU9212/130 – FBC T2/2026	
Date issued	07/06/2026	
Tender closing date	30/06/2026 (30 June 2026)	11h00 on Tuesday
	Tender Submission will be Electronic on www.purcosa.co.za Supplier Hub- Online Tender Submission Guide	
Non-Compulsory Information Session	17 June 2026	Time:11h00

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

Please see table below for the list of mandatory requirements and tick yes if documentation is submitted and no if not submitted.

I/We have attached to this document	Tick if submitted		Office use
	Yes	No	
Initial each and every page of this RFP document	Yes	No	
Submit pricing according to technical specifications (Pricing must be in line with the National Bargaining Council for private security sector)	Yes	No	
Proof of company/close corporation registration	Yes	No	
Valid (at the closing of the bid) SARS Tax Compliance Certificate and SARS Pin	Yes	No	
Fully completed and signed SBD1, SBD4 and SBD6.1 Form	Yes	No	
Provide a copy of the full and summary reports of registration on National Treasury Central Supplier Database (CSD)	Yes	No	
Proof of address (eg Municipal letter/lease agreement /traditional authority letter)	Yes	No	
Submit valid proof of PSIRA Registration required (company)	Yes	No	
Provident fund letter of good standing	Yes	No	
Proof of current UIF payment (not older than 2 months)	Yes	No	
Submit valid letter of good standing from the Department of Labour (COIDA) in security industry	Yes	No	

NB: No points will be allocated to this phase; however, tenders that do not meet the pre-qualification requirements will not advance to the next phase of the evaluation process.

Note:

Local labour: Guards to be sourced within Western Cape, where the college and campuses are situated

1.1.1 STAGE 1: EVALUATION OF FUNCTIONALITY

The evaluation criterion for functionality aims to assess the capability of the tenderer to execute and maintain a tender and/ or contract. Tenderers need to obtain a minimum percentage score of **70%** and above to progress to the next stage of evaluation.

All proposals will be evaluated on the following criteria indicated below.

FUNCTIONALITY CRITERIA	POINTS ALLOCATED	
<p>Provide three (3) contactable references of provision of security services contracts (Reference letter not older than 5 years)</p> <p>1 x Verifiable reference letter for armed response 1x Verifiable reference letter for CCTV cameras 1 x Verifiable reference letter for security guards</p>	<p>= 10 Points = 10 Points = 10 Points</p>	<p>30</p>
<p>Operational Methodology Tenderers must outline a clear and practical operational approach covering:</p> <ul style="list-style-type: none"> • Daily guarding plans • Shift change management procedures • Armed response turnaround times and escalation • Control room monitoring, communication, and incident logging • Supervisory oversight through surprise visits and compliance checks • CCTV monitoring • Armed response protocols <p>The methodology must demonstrate reliability, continuity of service, and effective security management.</p> <p>Tenderers who do not address these elements in sufficient detail may be deemed non-responsive.</p> <p>Fully covered methodology Partially covered methodology Not covered methodology</p>	<p>= 10 Points = 5 Points = 0 Points</p>	<p>10</p>
<p>Company's experience (profile) and PSIRA Certificate for the Company</p> <p>More than 10 years of experience Experience between 2 and 5 years Experience below 2 years</p> <p>NB: Points will be awarded based on PSIRA Certificate registration date not date of company registration</p>	<p>= 10 Points = 05 Points = 2.5 Points</p>	<p>10</p>
<p>Qualification of Management in the Security Services Industry</p> <p>Operations Managers/Supervisors must have at least five (5) years relevant experience with Grade A PSIRA certificate and first aid training (submit CV with copy of the Grade A PSIRA certificate)</p>	<p>= 20 Points</p>	<p>20</p>

<p>Proof of Locality Western Cape Province (submit proof of address (e.g. Municipal letter/lease agreement /traditional authority letter)</p> <p>Based in Western Cape Based outside of Western Cape</p> <p>(Proof of address provided should reflect on the CSD profile of the entity)</p>	<p>=10 Points = 5 Points</p>	<p>10</p>
<p>Radio Frequency (ICASA)</p> <p>Submit ICASA approved Radio Frequency infrastructure No proof provided</p>	<p>= 10 Points = 0 Points</p>	<p>10</p>
<p>Business Fleet</p> <p>Provide minimum of four (4) vehicles owned by the entity and their certified copies of Registration Certificates and Valid License discs. If the vehicles are leased, attach letter of intent to lease accompanied by an Undertaking by the prospective Lessor with registration certificates and valid license discs</p> <p>Provide less than Four (4) vehicles</p>	<p>= 10 points = 0 points</p>	<p>10</p>
<p>Total Points</p>		<p>100</p>

Alarm Monitoring and Armed Response Service Specification

Contract 2026 - 2030

Site	GPS Coordinates	Contact Person	Contact Details
Central Office 131 Main Road, Muizenberg	Latitude: 34°6'26.85"S Longitude: 18°28'6.91"E	Herman Basson	021 787 0800
Fish Hoek Kommetjie Road, Fish Hoek	Latitude: 34°8'15.61"S Longitude: 18°25'27.48"E	Marjorie Carolus	021 782 0144
Khayelitsha Mew Way, Khayelitsha	Latitude: 34°2'58.54"S Longitude: 18°39'10.41"E	Haido Mteto	021 361 3430
Mitchells Plain Spine Road, Mitchells Plain (existing)	Latitude: 34°3'52.28"S Longitude: 18°36'7.77"E	Lynton Joseph	021 391 0717
Mitchells Plain Birkenhead Drive, Mitchells Plain (new)	Latitude: 34°4'16.71"S Longitude: 18°35'1.36"E	Lynton Joseph	021 391 0717
Muizenberg York Road, Muizenberg	Latitude: 34°6'26.85"S Longitude: 18°28'6.91"E	Lorica Hendricks	021 788 8373
Westlake Westlake Drive, Westlake	Latitude: 34°4'38.13"S Longitude: 18°26'27.28"E	Melissa Isaacs	021 701 1340

ALARM MONITORING AND ARMED RESPONSE SERVICE SPECIFICATION

1. Introduction and description

- 1.1. The objective is to establish a contract with a SERVICE PROVIDER to provide alarm monitoring and armed response service at all the FBC sites. Please note that towards the last quarter of 2026 the new Mitchells Plain site will be added to the service requirements and the current site in Mitchells Plain will be removed from the service requirement in December 2026 / January 2027.
- 1.2. The SERVICE PROVIDER shall provide a continuing alarm monitoring and armed response service operation:
 - 1.2.1. Alarm monitoring to be priced per alarm per month
 - 1.2.2. Armed response to be priced per site per month
 - 1.2.3. Bi-annual service to be priced per site per service.
 - 1.2.4. per month
- 1.3. The duration of the contract will be for a period of 5 years.

2. Description of Services Required

2.1. Alarm monitoring and armed response

The cost of providing an alarm monitoring and armed response service must be inclusive of all costs relating to the job. The SERVICE PROVIDER must be able to provide a monitoring/armed response service to all sites that have been tendered for.

Alarm maintenance costs must be listed (call out fee, hourly rate, fixed fee, etc.) plus percentage mark-up (maximum of up to 10% will be accepted) on the purchase of replacement parts for maintaining the alarm systems.

The College requires the following services per site:

Site	Number of alarms	Service Required			
		Alarm Monitoring	Armed Response	Bi-annual Service: June / Nov	Panic Button
Fish Hoek Campus	4	✓	✓	✓	2
Muizenberg Campus	3	✓	✓	✓	2
Central Office	1	✓	✓	✓	2
Westlake Campus	36	✓	✓	✓	2
Khayelitsha Campus	5	✓	✓	✓	2
Mitchell's Plain Campus (existing)	1	✓	✓	✓	2
Mitchells Plain Campus (new)	12	✓	✓	✓	12
TOTAL	62				21

2.2. Requirements of alarm/armed response service

- a. The SERVICE PROVIDER must prove that it has a professionally manned and operated 24-hour control room.
- b. The SERVICE PROVIDER must be able to identify the activated zone in the control room by **physical location** and not only zone number and direct response units accordingly. A complete zone mapping of all alarms must be done at the start of the contract.
- c. Alarm activations must be responded to within guaranteed prescribed times as per industry norms (15 minutes or less).
- d. The SERVICE PROVIDER must provide a protocol (as a separate annexure) for response units' procedures when responding to alarm activations.
- e. Armed response units must be properly equipped and trained to respond to activations
- f. All alarms must be assessed and serviced every six months (June and November) by the SERVICE PROVIDER.
- g. All alarm activations must be monitored and recorded by the SERVICE PROVIDER.

- h. Alarm problems/faults must be resolved (repaired) within 24 hours after being reported.
- i. The SERVICE PROVIDER must prove that it has an active presence for the past 3 years in the area the site is located for which it is tendering.
- j. All personnel must be properly screened and graded prior to deployment with a police clearance certificate and proof of security grading registration, where applicable, with the required board.
- k. Armed response personnel (valid Grade A armed response PSIRA driver's license) must be properly trained and certified in firearm use.
- l. The SERVICE PROVIDER must have the capacity to implement remote CCTV monitoring if required.
- m. The SERVICE PROVIDER must have the capacity to service and repair existing alarm installations.

False Bay College reserves the right to conduct a site visit of the SERVICE PROVIDER's premises to view operation.

3. SERVICE PROVIDER obligations

The SERVICE PROVIDER will be responsible for the following:

- a. The appointment of a Key Contract Manager and all related personnel to provide the service required.
- b. The SERVICE PROVIDER must submit every Monday morning alarm activation reports on all alarms per site from the previous week to the ASD: Facilities and OHS. Claims for excessive alarm activations will not be considered unless activation reports are submitted weekly.
- c. The SERVICE PROVIDER must show proof that they are members in good standing of a recognised industry regulatory body.
- d. All staff must have clean criminal records.
- e. Maintain high levels of customer satisfaction.
- f. Ensure compliance to all relevant Acts and regulations governing the security industry and general Occupational Health and Safety.
- g. Procurement of all equipment and materials required for provision of the service.
- h. Ensure that all areas included in this contract are kept clean during servicing of equipment.
- i. Ensure that all staff is fully trained in the correct use of relevant processes and equipment before they are allowed to use such equipment.
- j. Ensure that all staff is fully trained in operating in an educational environment.
- k. Replacement and/or repair costs in the event of negligence of the SERVICE PROVIDER or its staff.
- l. Ensure that the use and maintenance of all equipment comply with standard industry practice.
- m. Ensure that all their employees adhere to FBC's staff code of conduct.
- n. Compliance in all aspects with all laws, statutes, by-laws, ordinances, and regulations to the extent that such law is applicable to the conduct of its business or to its assets. This compliance will extend to any third-party sub-contractor that the SERVICE PROVIDER might use.
- o. The SERVICE PROVIDER must ensure that there is no fraternisation between SERVICE PROVIDER personnel on site and staff, students and other FBC SERVICE PROVIDERS.

4. Legislation

The SERVICE PROVIDER is required to comply with the following Acts and Regulations:

- a. Occupational Health and Safety Act 85/1993
- b. Compensation for Occupational Injuries & Diseases Act 130/1993 (COID Act)
- c. Private Security Industry Regulation Act, No. 56, 2001
- d. Code of Conduct prescribed under The Private Security Industry Regulation Act, 2001
- e. Labour Relations Act
- f. Basic Conditions of Employment Act
- g. Any other relevant Act or Regulation

5. Health and safety requirements

- a. The SERVICE PROVIDER must have a Health and Safety Management System which includes:
 - i. Health and Safety Policy & Procedure
 - ii. Appointments
 - iii. Inspections
 - iv. Induction Records & Medical Certificates
- b. The SERVICE PROVIDER to report any near miss, incident or a Section 24 Accident to the Campus Administrator of the relevant site.
- c. The SECURITY PROVIDER must have a Valid Letter of Good Standing with Compensation Commissioner as per COID Act.
- d. The SERVICE PROVIDER is required to ensure that all sub-contractors, and other persons engaged in the execution of the work, also comply with the requirements of the Occupational Health and Safety Act 85/1993.