



**higher education  
& training**

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

**PURCHASING CONSORTIUM SOUTHERN AFRICA (PURCO SA) IN COLLABORATION  
WITH TALETSO TVET COLLEGE (TAL)**

**INVITES POTENTIAL BIDDERS FOR THE PROVISION OF SECURITY SERVICES FOR  
THIRTY-SIX (36) MONTHS – LEHURUTSHE CAMPUS**

**TENDER NO: PU9212/147**

Prospective suppliers who are interested in participating in the aforementioned tender are invited to submit a proposal in full compliance to the requirements 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 of online tender submissions: **PU9212/147** is at **11h00**.

|                                           |                                                                                                          |                                                                                                                                                                                                            |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Tender number</b>                      | <b>PU9212/147</b>                                                                                        |                                                                                                                                                                                                            |
| <b>Date issued</b>                        | <b>04/09/2026</b>                                                                                        |                                                                                                                                                                                                            |
| <b>Tender closing date</b>                | <b>29/09/2026</b>                                                                                        | <b>11h00 on Tuesday</b><br><b>Tender Submission will be Electronic on <a href="http://www.purcosa.co.za">www.purcosa.co.za</a></b><br><b><a href="#">Supplier Hub - Online Tender Submission Guide</a></b> |
| <b>Non-Compulsory information session</b> | <b>10 September 2026</b>                                                                                 | <b>10h00 on Thursday</b>                                                                                                                                                                                   |
| <b>Non-Compulsory site inspection</b>     | <b>11 September 2026</b><br><b>Physical address:</b> Leah Mangope Drive, Unit 3, Lehurutshe Campus, 2880 | <b>10h00-11h00 on Friday</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>   |                    |        |

## 1. TECHNICAL SPECIFICATION

TAL has included specifications and estimated volumes / quantities to assist suppliers in pricing..

## 2. EVALUATION PROCESS

### 2.1 AIM OF EVALUATION

To ensure that all proposals received are afforded the opportunity to compete equally and enable TAL a chance to evaluate the tenders received in a fair and unbiased manner, as per pre – described process of evaluating proposals.

### 2.2 EVALUATION CRITERIA

The evaluation criteria as set out hereunder will assist TAL to ensure conformity to all tender requirements. TAL's evaluation team shall use the evaluation criteria, weights, applicable values and / or minimum qualifying score for functionality as indicated in the tender document. The evaluation criteria can be discussed and clarified with all attendees at the compulsory information session, where applicable, as an aid to prepare for such evaluation.

The set evaluation criteria shall be used as a guideline, but not limited to the following process:

#### 2.2.1 PRE-QUALIFICATION/MANDATORY INFORMATION REQUIREMENT

The Pre-qualification/Mandatory Information Requirement phase validates the Bidders' compliance with the legal requirements to conduct business in SA, as well as to specific industry requirements for the supply of services where applicable.

**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                                                                        | Yes               | No |            |
| Submit proof of company/close corporation registration                                                                      | Yes               | No |            |
| Submit valid (at the closing of the bid) SARS Tax Compliance Certificate and SARS pin                                       | Yes               | No |            |
| Submit fully completed and signed SBD1, SBD4 and SBD6.1 form                                                                | Yes               | No |            |
| Submit a copy of the full and summary reports of registration on National Treasury Central Supplier Database ( <b>CSD</b> ) | Yes               | No |            |
| Submit proof of address (e.g., municipal letter/lease agreement /traditional authority letter)                              | Yes               | No |            |
| Submit valid proof of PSIRA Registration required (company)                                                                 | Yes               | No |            |
| Submit provident fund letter of good standing                                                                               | Yes               | No |            |
| Submit valid letter of good standing from the Department of Labour ( <b>COIDA</b> ) in security industry                    | Yes               | No |            |

|                                                                                                                                               |     |    |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----|----|--|
| Submit valid PSIRA Letter of Good Standing for the company.                                                                                   | Yes | No |  |
| Submit valid individual PSIRA certificates for all directors or owners.                                                                       | Yes | No |  |
| Submit valid PSIRA certificates for proposed security supervisor and contract manager.                                                        | Yes | No |  |
| Submit copy UIF contributions (EMP201) not older than three (3) months                                                                        | Yes | No |  |
| Submit SAPS criminal-clearance certificates for directors or owners                                                                           | Yes | No |  |
| Submit proof of authority or board resolution authorising the representative to sign the tender.                                              | Yes | No |  |
| Submit Public liability insurance of the minimum amount stipulated in the tender. (R2 000 000)                                                | Yes | No |  |
| Submit Audited annual financial statements or independently reviewed financial statements for recent ended financial year and its comparative | Yes | No |  |
| Submit proof of bank account (Letter confirming bank account)                                                                                 | 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 North West, where the College and campus are situated

## 2.2.2 STAGE 1: EVALUATION OF FUNCTIONALITY

The evaluation criterion for functionality aims to assess the capability of Bidder to execute and maintain a contract. Bidders 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><b>Submit three (3) contactable references of provision of security services contracts (Reference letters must be for work done not more than 5 years)</b></p> <p>3 References attached<br/>2 References attached<br/>1 Reference attached</p> <p>(To receive full points, bidders must submit both an appointment letter and a reference letter. The reference letter must include valid contact details, as reference checks will be conducted during the evaluation process.)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>= 15 Points<br/>= 10 Points<br/>= 05 Points</p>  | <p><b>15</b></p> |
| <p><b>Submit Operational Methodology</b></p> <p>Bidders must outline a clear and practical operational approach covering:</p> <ul style="list-style-type: none"> <li>• Daily guarding plans</li> <li>• Shift change management procedures</li> <li>• Armed response turnaround times and escalation</li> <li>• Control room monitoring, communication, and incident logging</li> <li>• Supervisory oversight through surprise visits and compliance checks</li> <li>• Recruitment, screening and deployment of guards.</li> <li>• Access and exit control.</li> <li>• Students riots/unrest control procedure</li> <li>• Protection of students, employees, visitors, assets and infrastructure.</li> <li>• Incident response, investigation and escalation.</li> <li>• Occurrence-book and incident-reporting procedures.</li> <li>• Key control and visitor-management procedures.</li> <li>• Communication with College management.</li> <li>• Monthly reporting and performance monitoring.</li> <li>• Uniforms, equipment and communication devices.</li> </ul> <p>The methodology must demonstrate reliability, continuity of service, and effective security management.</p> <p>Bidders who do not address these elements in sufficient detail may be deemed non-responsive.</p> <p>Fully covered methodology<br/>Partially covered methodology<br/>Not covered methodology</p> | <p>= 15 Points<br/>= 05 Points<br/>= 00 Points</p>  | <p><b>15</b></p> |
| <p><b>Submit company profile (experience) and PSIRA certificate for the company</b></p> <p>More than 5 years of experience<br/>Experience between 2 and 5 years<br/>Experience below 2 years</p> <p><b>NB:</b> Points will be allocated based on the company's PSIRA <b>registration date</b>, as reflected on the valid PSiRA certificate, and not on the company registration date.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>= 10 Points<br/>= 05 Points<br/>= 2.5 Points</p> | <p><b>10</b></p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |           |
| <p><b>Submit qualification of management in the security services industry</b></p> <p>The proposed Supervisor must hold a valid PSIRA Grade A registration and have relevant supervisory experience. Bidders must submit the Supervisor's CV, a copy of the valid PSIRA Grade A certificate, and a valid First Aid certificate.</p> <p>Five (5) years or more of relevant supervisory experience, with a valid First Aid certificate = 10 Points</p> <p>Less than five (5) years of relevant supervisory experience and/or failure to submit a valid First Aid certificate = 00 Points</p>                                                                                                                                                                                        |  | <b>10</b> |
| <p><b>Police Clearance Certificate of the Director</b></p> <p>The bidder must submit a valid Police Clearance Certificate for each director listed in the company registration documents.</p> <p>Valid Police Clearance Certificates submitted for all directors = 10 Points</p> <p>Certificate omitted, invalid or expired for any director = 00 Points</p> <p>NB: Failure to submit a valid Police Clearance Certificate for every director will result in no points being awarded under this criterion.</p>                                                                                                                                                                                                                                                                    |  | <b>10</b> |
| <p><b>Proof of locality</b> in North West Province (submit proof of address (e.g., municipal letter/lease agreement /traditional authority letter)</p> <p>Based In Ngaka Modiri Molema District (10 Points) = 15 Points</p> <p>Based in North West = 05 Points</p> <p>Based outside of North West = 00 Points</p> <p>Submit proof of address provided should reflect on the CSD profile of the entity.</p> <p>(NB: The College reserves the right to conduct a physical site inspection during the evaluation process to verify the bidder's declared business or office address and operational infrastructure. Any false, misleading or materially inaccurate information may constitute misrepresentation and may result in the entire bid being declared non-responsive.)</p> |  | <b>15</b> |
| <p><b>Radio Frequency (ICASA)</b></p> <p>Submit ICASA approved Radio Frequency infrastructure = 15 Points</p> <p>No proof provided = 00 Points</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | <b>15</b> |
| <b>Business Fleet</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |           |

|                                                                                                                                                                                                                                                                                                           |                                       |                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------|
| <p>Submit minimum of three (3) vehicles owned by the entity and 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</p> <p>Submit proof of less than three (3) vehicles</p> | <p>= 10 Points</p> <p>= 00 Points</p> | <p><b>10</b></p>  |
|                                                                                                                                                                                                                                                                                                           | <p><b>Total</b></p>                   | <p><b>100</b></p> |

## **Specifications Scope and Pricing Schedule**

### **TERMS OF REFERENCE**

**Bidders must complete the pricing schedule in full, failing which, such bidders will be disqualified. Guards should be paid according to the National Bargaining Council Guidelines.**

### **Background**

The TALETSO TVET COLLEGE is an institution governed by the Continuing Education and Training Act, 2006 (Act 16 of 2006). The Minister of Higher Education and Training is the Executive Authority, and the TAL Council is the Accounting Authority of TAL. The TAL is governed by the Council appointed by the Minister of Higher Education and Training.

#### **1. Current state**

TALETSO TVET College currently has one site which requires 24-hour security to ensure that the state resources are protected. The College site is as follows:

- Lehurutshe Campus

#### **2. Scope of Work**

TALETSO TVET College requires service providers to supply security services. The following should be taken into consideration:

- I. A twenty-four (24) hour guard and access/exit control services are to be provided for buildings and open spaces as well as control of movement of college assets within the premises.
- II. Control the entry and departure of motor vehicles to and from the premises and maintain records at the premises to be made available for inspection by the College.
- III. Conduct searches at all entrance/exit points of all College's site for both drivers and pedestrians.
- IV. Direct deliveries and visitors to the reception counter.
- V. In times of unrest, secure the gates against illegal incursions and provide necessary strike management protection.
- VI. Ensure compliance with college policies and relevant government prescripts.
- VII. Assist in the control of visitors awaiting attention, assist in queue control and giving directions where and when necessary.
- VIII. Report irregularities to College Office Management and in cases of unrest also to the South African Police Services (SAPS).
- IX. Remove or assist in the control of unruly visitors, staff members or other persons, as instructed by College Office Management.
- X. Conduct patrols as often as possible.
- XI. Monitor firearm control system.

## PRICING SCHEDULE - TALETSO TVET COLLEGE

### PRICING SCHEDULE: SECURITY GUARDING SERVICES (36 MONTHS)

#### Lehurutshe Campus | Grade C Unarmed Security Officers | Day and Night Shifts

**Instructions:** Complete every applicable field. Amounts must be in South African Rand and Inclusive of VAT unless stated otherwise. The quantities below are the College's estimated deployment requirements.

| No.                                              | Service / Cost Item                                                              | Unit            | Qty | Year 1<br>Monthly Unit Rate<br>Incl. VAT | Year 1<br>Annual<br>Incl. VAT | Year 1<br>Total |
|--------------------------------------------------|----------------------------------------------------------------------------------|-----------------|-----|------------------------------------------|-------------------------------|-----------------|
| 1                                                | Grade C unarmed security officer - day shift                                     | Officer / month | 10  |                                          | R                             |                 |
| 2                                                | Grade C unarmed security officer - night shift (including night-shift allowance) | Officer / month | 10  |                                          | R                             |                 |
| <b>ANNUAL SECURITY SERVICE TOTAL (INCL. VAT)</b> |                                                                                  |                 |     |                                          | R                             |                 |

**Calculation guide:** Annual total = monthly unit rate x quantity x 12 months. The 36-month total is the sum of the Year 1, Year 2 and Year 3 annual totals.

| Price Summary                                | Year 1    | Year 2   | Year 3   | TOTAL BID PRICE FOR THIRTY-SIX (36) MONTHS |
|----------------------------------------------|-----------|----------|----------|--------------------------------------------|
| Total Including VAT                          | R         | R        | R        | R                                          |
| <b>Total including VAT</b>                   | <b>R</b>  | <b>R</b> | <b>R</b> | <b>R</b>                                   |
| Annual escalation included in tendered price | Base year | ____ %   | ____ %   | Not applicable                             |

#### Important Note: Price Offer and Adjustment

The bidder's attention is drawn to **Clause 10: Price Offer and Adjustments** of the General Terms and Conditions of the Tender. All prices quoted in this Pricing Schedule must remain valid until the tender is concluded and finally awarded and shall thereafter remain fixed for twelve (12) months from the effective date of the contract.

Bidders must therefore ensure that their tendered prices adequately account for all anticipated cost factors during the fixed-price period, including inflation, statutory wage adjustments, PSIRA-related increases and any other applicable regulatory or operational cost increases.

Any subsequent price adjustment shall be subject to the provisions of **Clauses 9 and 10** and no retrospective price increase shall be considered.