

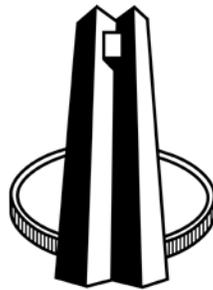
**South African Reserve Bank
Financial Services Department**

**370 Helen Joseph Street (formerly Church Street)
Pretoria
0002**

Tender No. ND/23-2012

**Project Name: Supply and delivery of two-way radios for
the South African Reserve Bank**

Closing date: Monday, 20 August 2012, at 10:00



South African Reserve Bank



South African Reserve Bank

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1. Invitation to tenderers



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1. Invitation to tenderers

The South African Reserve Bank (the Bank) wishes to invite and contract a service provider to supply and deliver two-way radios for its Head Office, subsidiaries, seven (7) branches and other properties countrywide.

Interested parties are hereby invited to tender by furnishing the following:

- Company profile containing, *inter alia*, demonstrable experience in projects of a similar nature and the capacity to deliver
- Valid broad-based black economic empowerment (BBBEE) rating certificate
- Price.

Your tender must be an original document clearly marked “**original**”, accompanied by **two (2)** copies thereof, clearly marked “**copy**” (**three (3) documents in total**). The documents must be enclosed in a sealed envelope bearing the tender name and reference number, as well as the due date and closing time.

Service providers must note that it remains their responsibility to ensure the timeous delivery of these documents. If courier service companies are used for the delivery of the documents, please give specific instructions for the documents to be deposited **in the Bank’s tender box and not through the Bank internal mailing system. Tenders that are not deposited in the tender box will not be accepted.**

A tender shall remain valid for a period of 120 (one hundred and twenty) days from the closing date for the submission of tenders, during which period it may not be amended or withdrawn. However, the Bank reserves the right to amend or withdraw the tender at any time during the tender process. Tenderers would, however, be advised accordingly in writing.

Potential service providers would be required to undergo rigorous security vetting.

Applications will be received until **Monday, 20 August 2012, at 10:00.**

Your tender should be deposited in the **tender box** at the Bank’s Head Office:
370 Helen Joseph Street (formerly Church Street)
Pretoria
0002

Late submissions will not be considered.

Enquiries: Ms Noluthando Deyi at email address: Noluthando.Deyi@resbank.co.za.



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2. Section 1

Conditions of tender



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2. Conditions of tender

2.1 Introduction

- 2.1.1 The Bank will select a service provider among those that have responded, based on set criteria as specified in this tender.
- 2.1.2 Please note that the
- (i) costs incurred or losses suffered by the tenderer in preparing and submitting the proposal, and of negotiating the contract, including a visit to the Bank, are not reimbursable as a direct cost of the assignment; and
 - (ii) Bank is not bound to accept any of the proposals submitted.
- 2.1.3 The Bank's policy requires that tenderers provide professional, objective and impartial advice, and at all times hold the Bank's interests paramount, without any consideration for future work.
- 2.1.4 It is the Bank's policy to require that tenderers observe the highest standard of ethics during the execution of such tender. The Bank will reject a tender for award if it determines that the service provider recommended for the award has engaged in corrupt or fraudulent activities in competing for the tender in question.

2.2 Clarification and amendment of the tender documents

- 2.2.1 Tenderers may request clarification of any information in the tender before the submission date. Any request for clarification must be sent at least forty-eight (48) hours before the closing date in writing by **electronic mail (email)** to the following person:
Noluthando.Deyi@resbank.co.za; or
facsimile number +2712 313-4046.
- 2.2.2 At any time before the submission of a tender, the Bank may, for any reason, whether on its own initiative or in response to clarification requested by an invited individual, firm or company, amend the tender. Any amendment shall be issued in writing through addenda.
- 2.2.3 Addenda shall be sent by email to all invited tenderers and will be binding on them. The Bank may at its discretion extend the deadline for the submission of tenders.



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2.3 Preparation of tender

- 2.3.1 Tenderers are requested to submit the tender written in English.
- 2.3.2 In preparing the tender, tenderers are expected to examine the documents constituting this tender in detail. Material deficiencies in providing the information requested may result in rejection of a tender.
- 2.3.3 While preparing the tender, tenderers must ensure that the majority of the key professional staff proposed are permanent employees of the prospective service provider, or have an extended and stable working relationship with it.

2.4 Submission of tender

- 2.4.1 Tenderers are warned that if the conditions set out hereafter are not closely adhered to, it may result, at the sole discretion of the Bank, in the tender not being accepted for consideration.
- 2.4.2 The original tender shall contain no interlineation or overwriting, except as necessary to correct errors made by the prospective service provider itself. Any such corrections must be initialled by the persons or person who sign(s) the proposals.
- 2.4.3 Tenders have to be submitted in the official sequence of these tender documents and preferably not be qualified by the tenderer's own conditions of tender.
- 2.4.4 Each tenderer is required to return the complete set of tender documents, as requested in this document, with all the required information supplied and complete in all respects.

Important: Where requested to provide specific information, please provide same and refrain from referring to an attachment or other pages, unless you have been specifically requested to do so. Failure to adhere to this request will negatively affect your scoring and could lead to disqualification.
- 2.4.5 Tenderers are instructed to adhere strictly to the numbering used in the tender document to facilitate ease of evaluation.
- 2.4.6 Tenderers must note that it remains the responsibility of the tenderers to ensure the timeous delivery of their tender.
- 2.4.7 Only tenders deposited in the Bank's tender box as directed will be considered.



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2.5 Completion of tender

2.5.1 Signing of tender

2.5.1.1 The person duly authorised thereto shall sign the tender.

2.6 Procurement process

2.6.1 The Evaluation Committee of the Bank (the Evaluation Committee) evaluates the tender on the basis of its members' responsiveness to the Terms of Reference (**Annexure C**) and applying the evaluation criteria. Each responsive proposal will be given a score.

2.6.2 A tender shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference or if it fails to achieve the minimum score pre-determined by the Evaluation Committee.

2.7 Tender evaluation criteria

2.7.1 Tenders will be evaluated based on, *inter alia*, the following criteria:

2.7.1.1 Experience

2.7.1.2 Organisational capacity to deliver and/reputation as a service provider

2.7.1.3 BBBEE rating

2.7.1.4 Price.

2.9 Negotiations

2.9.1 The aim of negotiations is to reach agreement on all points. Negotiations will include a discussion of the tender. The Bank and the successful tenderer that is appointed will then work out final Terms of Reference that would indicate activities, staff, logistics and reporting, among other things. The agreed work plan and final Terms of Reference will then be incorporated into the Description of Services. Special attention will be paid to obtaining as many of the requirements that the tenderer can provide within the available budget and to clearly defining the input required from the Bank to ensure satisfactory implementation of the programme.



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2.10 Awarding of contract

2.10.1 The contract will be awarded following negotiations. After negotiations have been completed, the Bank will promptly notify other tenderers on the shortlist that they were unsuccessful.

2.11 Confidentiality

2.11.1 Information relating to the evaluation of tenders and recommendations concerning awards shall not be disclosed to the tenderers who have submitted proposals or to other persons not officially concerned with the process, until the successful service provider(s) has/have been notified.



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3. Section 2

Notes to tenderers



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3. Notes to tenderers

3.1 What the price must include

3.1.1 Where applicable, the total price shall be deemed to include any and all things and matters necessary for the complete and satisfactory execution and completion of the services to be provided, whether or not specifically referred to in the document.

3.1.2 Apart from the Form of Tender (**Annexure A**), tenderers should provide a breakdown of costs.

3.2 Increase and decrease in costs

3.2.1 Where applicable, the quotation price shall be all-inclusive on a fixed-price basis and no alteration shall be made to the total price.

3.3 Quality assurance

3.3.1 The Bank's Project Manager will agree with the service provider on set standards of quality acceptance.

3.4 Tender

3.4.1 The tender is required to comprise of the following:

3.4.1.1 Form of Tender (Annexure A)

3.4.1.2 Detailed cost breakdown

3.4.1.3 Company profile

3.4.1.4 BBBEE rating certificate.



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4. Section 3

Scope of work, specifications, Terms of Reference



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4. Scope of Work, Specifications, Terms of Reference

4.1 Two-way radio requirements



4.1.1 Type of radio

Portable two-way ultra-high frequency (UHF) radio with a frequency range of: 420–470 mega Hertz.

4.1.1.1 Features

Design

The ergonomic contours of the radio should provide for comfortable holding, while the non-slip elastomer channel knob should have improved torque characteristics.

Size and weight

Shape and weight are very important because the radio will be worn on the body or in a bulletproof jacket environment. The radio should be lightweight and not bulky.

Scanning

Should permit scanning through channels in order to find the one that a group is using.

Channel spacing selectable

Different channel spacing for 10+ communication channels and 1 scan channel.

Squelch level or noise filter

Squelch must reduce background noise and improve the sound quality.



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Keypad lock

This should allow the programmer to lock the radio settings in order to prevent officials from changing it.

Headset jacks

Jacks for headphones should allow for hands-free operation.

Low battery alert

When the battery is low, an indicator should remind the operator to charge the battery or replace it.

Personal computer (PC) programmable

Programmable cable to set the parameters via personal computer (PC).

Tough and waterproof

Should be built to withstand rough treatment and demanding IP54/55 dust and water intrusion tests.

Built voice-inversion scrambler

Required to ensure basic protection against casual eavesdropping.

Radio stun

The radio should consist of this function to ensure that a stolen or lost radio can be blocked over the radio.

4.1.1.2 Other considerations

Batteries

Rechargeable nickel-metal hydride (NiMH) or nickel-cadmium (NiCad) battery packs.

Life of equipment

The life cycle for the radio should be five (5) to seven (7) years and one (1) to two (2) years for its accessories.

Range

The useful direct range of a two-way radio system depends on radio propagation conditions, which are a function of frequency, antenna height and characteristics, atmospheric noise, reflection and refraction in the atmosphere, transmitter power and receiver sensitivity, and required signal-to-noise ratio for the chosen modulation method. An engineered two-way radio system will calculate the coverage of any given base station with an estimate of the reliability of the communication at that range.

Output

Should be between 4 and 5 Watt.



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4.1.1.3 Base station and repeater for two-way radios

Flexible configurations

Should work in both analogue and digital modes.

Maximises system uptime

The base station should adhere to a continuous duty-cycle operation, self-testing and diagnostic testing through a personal computer (PC) and software-intensive design speed upgrades.

Channel spacing

The base station should be available in analogue or digital ultra-high frequency (UHF).

General features

- 2-channel tone or direct current (DC) remote, two (2) wire or four (4) wire
- External local speaker
- Low-voltage disconnect
- Smart charger
- Designed with the user in mind: set-up and quick adjustments
- Reliability in a high-performance multi-channel
- Separate receiver input connector
- High-power amplifiers up to 300 Watt
- 19" rack mount design
- Primary direct current (DC) input connector
- Auto-switched backup DC input connector
- Backup battery warning or operation tones
- Rear external speaker output (4 Watt audio)
- Rear test speaker auxiliary (Aux) connector
- Programmable Aux input/output functions
- Toggle or momentary operation on Aux input ports
- Pre-emphasis on/off control (at TA aux input)
- Embedded message with password protection

Repeater features

- Full-duplex operation
- Repeater operation
- Conventional or trunking controller-compatible
- Repeat enable/disable
- Time-out timer

Base station features

- 16 channel
 - Simplex or full duplex operation
 - Antenna switch for simplex/single antenna operation
 - Priority scan
-



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- Seven-(7) segment two-(2) character channel and scan light-emitting diode (LED)
- 2 character alphanumeric channel designator
- Voice encryption port

Site	Post	Hand-held	Base	Repeater	Extra battery
Head Office	Sisulu (formerly Prinsloo) Street Entrance G-38	1			1
Head Office	Helen Joseph (formerly Church) Street Entrance G-58	2			2
Head Office	Equipment Control	2			2
Head Office	Mezzanine: HoP	2			2
Head Office	Madiba (formerly Vermeulen) Street lanes	3			3
Head Office	Du Toit Street entrance	1			1
Head Office	Conference Centre	1			1
Head Office	P5 entrance to Conference Centre	2			2
Head Office	VIP lift	1			1
Head Office	Goods Receiving	1			1
Head Office	Kitchen lift	1			1
Head Office	Pimple	1			1
Head Office	MSCR		1	1	
Head Office	NCC		1		
Head Office	Shift Control Officers	4			4
Head Office	Evacuation Assembly Point Controllers	3			3
Head Office	Business Continuity Plan	3			3
Johannesburg Branch	Vehicle entrance	1			1
Johannesburg Branch	Blue Collar	1			1
Johannesburg Branch	Bekker Street	1			1
Johannesburg Branch	Level 1	1			1
Johannesburg Branch	Shift Control Officers	1			1
Johannesburg Branch	HOP	1			1
Johannesburg Branch	MSCR		2	1	
Pretoria North Branch	Gate house pedestrian	1			1
Pretoria North Branch	Gate house vehicle	1			1
Pretoria North Branch	SCO	1			1
Pretoria North Branch	Patrolling	1			1
Pretoria North Branch	Basement, Ground floor and DR site			1	
Pretoria North Branch	HoP	1			1
Pretoria North Branch	Emergency Evacuation	1			1
Pretoria North Branch	MSCR		1		
East London Branch	Shift Control Officers	1			1
East London Branch	HOP	1			1
East London Branch	MSCR		1		
East London Branch	Basement and Second Floor			1	
East London Branch	G13	1			1
East London Branch	G37	1			1
East London Branch	SBV	1			1



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Site	Post	Hand-held	Base	Repeater	Extra battery
East London Branch	Patrolling	1			1
Port Elizabeth Branch	Shift Control Officers	1			1
Port Elizabeth Branch	HOP	1			1
Port Elizabeth Branch	MSCR		1		
Port Elizabeth Branch	Basement and Second Floor			1	
Port Elizabeth Branch	Main access	1			1
Port Elizabeth Branch	Vehicle access	1			1
Port Elizabeth Branch	SBV access	1			1
Port Elizabeth Branch	Patrolling	1			1
Durban Branch	Shift Control Officers	1			1
Durban Branch	HOP	1			1
Durban Branch	MSCR		1		
Durban Branch	Basement, Second Floor and roof			1	
Durban Branch	Main access	1			1
Durban Branch	Vehicle access	1			1
Durban Branch	SBV access	1			1
Durban Branch	Patrolling	1			1
Bloemfontein Branch	Shift Control Officers	1			1
Bloemfontein Branch	HOP	1			1
Bloemfontein Branch	MSCR		1		
Bloemfontein Branch	Basement and First Floor			1	
Bloemfontein Branch	Main access	1			1
Bloemfontein Branch	Vehicle access	1			1
Bloemfontein Branch	SBV access	1			1
Bloemfontein Branch	Patrolling	1			1
Cape Town Branch	Shift Control Officers	1			1
Cape Town Branch	HOP	1			1
Cape Town Branch	MSCR		1		
Cape Town Branch	Basement, Ground Floor and Tower			1	
Cape Town Branch	Main access	1			1
Cape Town Branch	Vehicle access	1			1
Cape Town Branch	SBV access	1			1
Cape Town Branch	Patrolling	1			1
SA Mint	Shift Control Officers	1			1
SA Mint	HOP	1			1
SA Mint	MSCR		1		
SA Mint	Main building and Production area			1	
SA Mint	Main access	1			1
SA Mint	Vehicle access	1			1
SA Mint	Pedestrian access	1			1
SA Mint	Production access	1			1
SA Bank Note Company	Shift Control Officers	1			1
SA Bank Note Company	HOP	1			1
SA Bank Note Company	MSCR		1		
SA Bank Note Company	Basement and First Floor			1	



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Site	Post	Hand-held	Base	Repeater	Extra battery
SA Bank Note Company	Main access (Gate A)	2			2
SA Bank Note Company	Gate B	1			1
SA Bank Note Company	Patrol	1			1
SA Bank Note Company	North Gate	1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
VIP Protection		1			1
Residences	OFFRES	2	1		2
Residences	Brooklyn	2	1		2
Residences	Cornwall	2	1	1	2
Residences	Doveton	2	1		2
Spares	NOC	2			2
Totals		108	16	11	108

Description
Kenwood NX-300E UHF digital portable radios
complete with:
Kenwood KNB-471 batteries
Kenwood KSC-32 charger
Antenna and belt clip
Kenwood KNB-47L lithium batteries
Kenwood NX-800 UHF digital base
Complete with:
KMC-32 DTMF microphones
10 AMP power supply
HD400 dipole antennas
3M aluminium poles
RG-213 30M
Wall mount bracket
Connectors
3x Kenwood NXR-800E digital repeater system

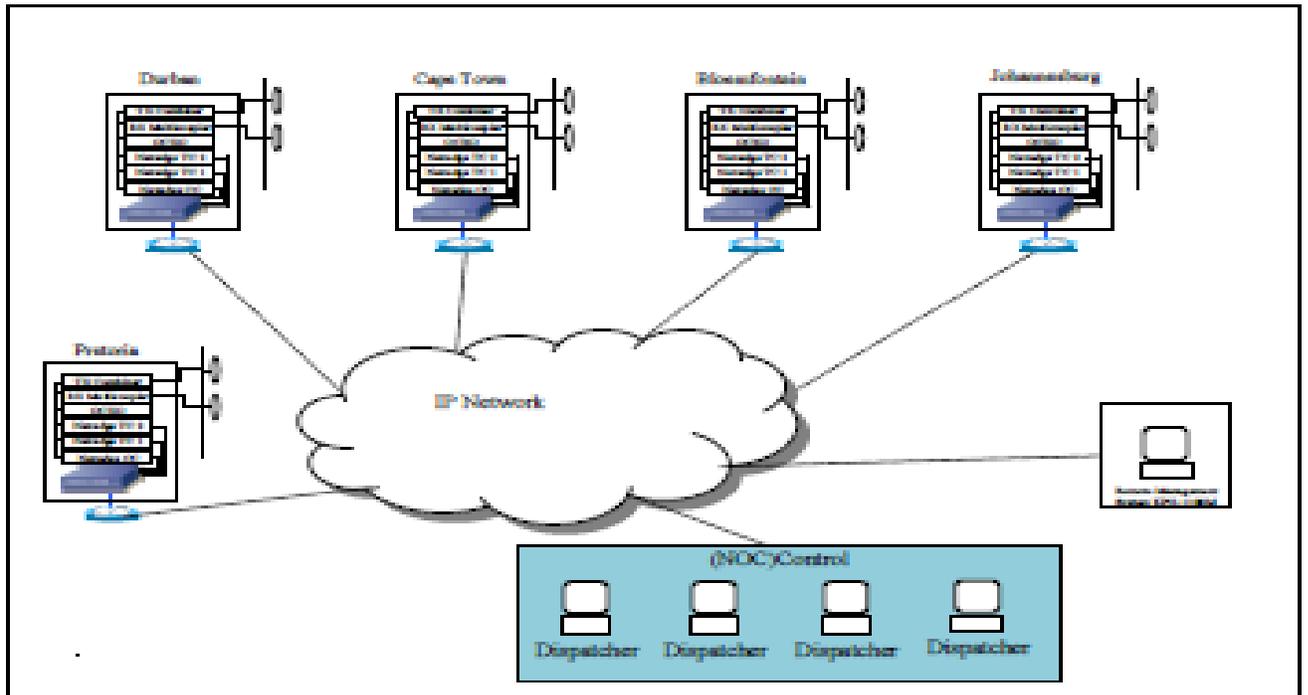


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Description
complete with:
3x KSL-2NW trunking licence
Meanwell 30 Amp power supply
OCXO stabiliser
Pro-curve router
QSO -2610
15U glass cabinet
Tx combiners
Rx multicoupler
HD-400 dipole antennas
LMR400 cable (1000 metres)
LMR connectors
Polyphasers lightning arrestor
Consumables
Commissioning
Installation programming and alignment for a site
Installation per base
Programming cables mobiles and portables each
Programming software
Training of technical staff
KAS-10 software



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5. Section 4

Breakdown of costs



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5. Breakdown of costs

- 5.1 A detailed breakdown of cost must be provided and attached hereto, and signed by the prospective service provider.

- 5.2 A company letterhead and value-added tax (VAT) registration must be provided at the top of each page of the breakdown of costs and the pages must be initialled. Please insert this page at the end of the cost breakdown and sign it.

Signed: _____

(for and on behalf of the tenderer who by signature hereof warrants authorisation hereto)

Date: _____



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Appendix A

Form of Tender



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Annexure A
Form of Tender

Employer: The South African Reserve Bank
 Street address: 370 Helen Joseph Street (formerly Church Street),
 Pretoria, 0002
 Telephone number: +27 12 313-4665
 Supplier: _____
 Contact person: _____
 Postal address: _____
 Telephone number: _____
 Facsimile number: _____

	Supply and delivery of two-(2) way radios for the South African Reserve Bank
The tender sum	
14% VAT	
Total:	

Amounts in words

.....

Signed: _____
 (For and on behalf of the tenderer who by signature hereof warrants authorisation hereto)

Date: _____

VAT number: _____

Tax number: _____

Please attach your standard terms and conditions of contract



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Annexure B

Security vetting requirements



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Annexure B Security vetting

B1 Please note that each company, consultant and/or contractor appointed by the South African Reserve Bank (the Bank) will be subjected to a personnel security vetting process in accordance with the Bank's Security Vetting Policy. Companies, consultants and contractors must submit copies of the following documentation.

B1 Documents to be submitted with regard to a company

B1.1 Company name and registration number;

B1.2 A valid Tax Clearance Certificate: Tender (not older than six (6) months);

B1.3 A certified copy of a valid certificate to commence business;

B1.4 A certified copy of a valid certificate of change of name of company;

B1.5 A certified copy of a valid certificate of incorporation of a company that has share capital;

B1.6 A certified copy of the JV agreement;

B1.7 A certified copy of professional indemnity insurance Cover;

B1.8 A list reflecting the names and identity numbers of all the company directors;
and

B1.9 A company profile.



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B2 Documents to be submitted with regard to consultants and/or contractor and staff

B2.1 A list reflecting the name, identity number and a short description of the role of each staff member on the project.

B2.2 A certified copy of the first page of the identity book of each staff member on the project.

B2.3 A company profile as per Annexure C.

B3. Security vetting process

B3.1 Since the Bank is an organ of state and a National Key Point, the National Intelligence Agency is obliged to issue all Bank employees (i.e., permanent and temporary employees of the Bank, job applicants, independent contractors or contract workers, consultants, and other service providers) with a security clearance. Through personnel security vetting, the Bank ensures that all employees have appropriate security clearances for the work they are required to do.

B3.2 The personnel security vetting process is guided by the principles of fairness, objectivity, professionalism, respect for human rights and privacy, and the application of due processes as enshrined in the Bill of Rights, Chapter II of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996). In particular, the employee's right to privacy, religion, belief, opinion, freedom of expression, freedom of association, freedom of movement and residence, and political rights will be duly respected by the Bank.



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B3.3 All the individuals that you may require for the purpose of this project will have to complete a security clearance questionnaire and be successfully security-cleared before accessing any Bank premises or information.



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Annexure C

Company profile