|  |
| --- |
| **ADDENDUM B****Additional Requirements** |
| No | Requirement | Yes/No | Comment | Has proof been attached where applicable?Yes/No |
| 1. | The bidder and subsequent service provider must be well established. As part of their submission, all bidders have to indicate the number of years that they have been in business in the security industry. A company profile indicating the breadth and the depth of the business should also be included.  |  |  |  |
| 2. | The bidder must be registered with the **Private Security Industry Regulatory Authority (PSIRA)** as a security service provider. A valid PSIRA number and a copy of the valid certificate of registration must be included in the bid. Membership of other security associations or related organizations will be an added advantage.  |  |  |  |
| 3. | All Security Officers providing a service to SANSA must be individually registered with PSIRA. Bidders must provide in their bids the name, ID number, valid PSIRA number and grade of proposed Security Officers and must provide it for all Security Officers during the contract period before placing the Security Officer. **In additions to above mentioned, provide PSIRA Certificate for all security officers allocated to this site.** |  |  |  |
| 4. | All Security Officers providing a service to SANSA must be conversant in English, responsible, loyal and of a stable disposition.  |  |  |  |
| 5. | All Security Officers providing a service to SANSA must be physically healthy and medically fit for the execution of duties.  |  |  | **N/A** |
| 6. | All security officers must be able to handle high levels of exposure to stress.  |  |  | **N/A** |
| 7. | All Security Officers must be South African citizens. SANSA reserves the right to validate citizenship. No dual citizenship. |  |  |  |
| 8. | The service provider must comply with SANSA security and emergency regulations and procedures.  |  |  |  |
| 9. | The service provider must comply with all relevant employment legislation and applicable bargaining council agreements, including, but not limited to UIF, COIDA, PAYE, etc. **Proof to be submitted together with the bid document.**  |  |  |  |
| 10. | The service provider will ensure that its security staff is properly uniformed in terms of regulation 13 of the PSIRA act, 2001(Act no 56 of 2001) at all times so as to complement the professional image of SANSA. SANSA reserves the right to reject uniform provided to the security officers deployed on its premises which may be perceived not to complement the professional image of SANSA. |  |  | **N/A** |
| 11. | The service provider shall maintain all the facilities made available to it by SANSA in good condition. |  |  | **N/A** |
| 12. | The service provider will ensure that it has public liability insurance. Proof of such insurance must be submitted within 14 days from awarding the contract |  |  |  |
| 13. | The service provider must provide another Security Officer of the same level in the case of absenteeism. In such cases the name, ID number, PSIRA number and grade of the Security Officer must be submitted to SANSA when reporting for duty. |  |  | **N/A** |
| 14. | The service provider shall provide pocket books and identification cards for each Security Officer. |  |  | **N/A** |
| 15. | The provider shall provide record books, i.e. Occurrence Books, Firearm Register, Log sheets, etc |  |  | N/A |
| 16. | The service provider shall provide two way radios and panic buttons connected to operational control room and independent armed response. |  |  | N/A |
| 17. | The security officers will be required to deal with disruptive situations that may arise |  |  | N/A |
| 18. | Bidders must submit professional references and telephone numbers of current clients where similar services are being rendered. References must be notified that they may be contacted by SANSA. |  |  |  |
| 19. | SANSA does not accept responsibility for any damages suffered by the Service Provider or their personnel for the duration of the contract |  |  | N/A |
| 20. | The appointed Service Provider will be subjected to sign a Service Level Agreement prepared by SANSA. |  |  | N/A |
| 21. | The Service Provider shall ensure that its employees deployed at SANSA are remunerated fairly and on time. |  |  | N/A |
| 22. | All guards must have a valid competency card to handle a fire arm. |  |  |  |
| 23. | All guards must be in possession of a valid PSIRA card and carry with them at all times while on duty. |  |  |  |
| 24. | Official ‘’Stun Gun’’ training will be advantageous. Bidders must be willing to ensure that guards undergo aforementioned training if they are to be identified as the successful bidder.  |  |  |  |

Hereby I confirm that all information stated above is correct, complete and ALL required documents has been attached

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |
| Name |  | Position |  |
| Bidder |  |