



**human settlements**  
Department:  
Human Settlements  
PROVINCE OF KWAZULU-NATAL

Eagle Building, 353-363 Dr Pixley KaSeme Street, Durban, 4001, Private Bag X54367, Durban  
Tel: (031) 336 5300 Fax: (031) 336 5114 Web: www.kzndhs.gov.za

## INVITATION FOR PROPOSALS

**APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND RENTAL OF A FLEET MANAGEMENT SYSTEM (TRACKING DEVICE) FOR 165 STATE OWNED VEHICLES IN THE DEPARTMENT OF HUMAN SETTLEMENTS, FOR A PERIOD OF 36 MONTHS.**

|   |   |
|---|---|
| <b>BID NUMBER</b>                       | <b>ZNB51/2019/20HSE</b>   |
| <b>CLOSING DATE</b>                     | <b>07 NOVEMBER 2019 @ 11H00</b>   |
| <b>BID BOX NO.</b>                      | <b>15 (SITUATED AT 12<sup>TH</sup> FLOOR FOYER, EAGLE BUILDING, 353-363 DR PIXELY KA SEME STREET, DURBAN)</b>             |
| <b>COMPULSORY BRIEFING SESSION DATE</b> | <b>25 OCTOBER 2019 – <u>NO DOCUMENT WILL BE ISSUED BY THE DEPARTMENT</u></b>  |
| <b>BRIEFING SESSION TIME</b>            | <b>11H00</b>  |
| <b>BRIEFING SESSION VENUE</b>           | <b>EAGLE BUILDING, MUNCHIES PASSAGE, 23<sup>RD</sup> FLOOR, ROOM 2303C, 353-363 DR PIXELY KA SEME STREET, DURBAN 4001</b> |

**BIDDERS MUST FURNISH ORIGINAL BID DOCUMENTS AT THE BRIEFING SESSION VENUE AS SECTION J WILL BE ENDORSED BY THE DEPARTMENT'S OFFICIAL.**

**TECHNICAL ENQUIRIES** **MS. N. MADONDA: 031-336 5130/0716850031**

**SCM ENQUIRIES** **MRS R. GAFFOOR, MS K. MTHEMBU, MR J MNQONDO, MR S BIYASE**

### **PRE-QUALIFYING CRITERIA**

**This bid is limited to tenderers who will meet the following pre-qualification criteria (in terms of Preferential Procurement Regulations, 2017):**

- (a) a bidder having a minimum B-BBEE status level 1; and
- (b) an EME or QSE;

**Note: A bid that fails to meet any pre-qualifying criteria stipulated above will not be considered.**

### **SCOPE OF WORK**

**BIDDERS TO COMPLY STRICTLY WITH ALL FACETS OF THE SPECIFICATION, METHODOLOGY AND ADDITIONAL INFORMATION TO INDICATE OR EMPHASIZE CAPACITY TO UNDERTAKE THE REQUIRED SERVICE MUST BE FURNISHED.**

## 1. PURPOSE

The Department of Human Settlements hereby invites proposals from suitably qualified and experienced service providers with the requisite capacity for appointment to Supply and Install a Vehicle Tracking System (Tracking Device) for currently 165 State Owned Vehicles in the Department of Human Settlements, For a Period of 36 Months.

## 2. SPECIFICATION

The specification for the Vehicle Tracking System is as follows:

- Multi users – web based (no software required) and to provide system support at no additional cost.
- Real-time (Live) vehicle position on map and status (to be able to view the vehicle on the system at any given time)
- Speed monitoring and movement detection, alerts on harsh acceleration, exceeding the set speed limit, harsh braking/cornering, excessive idling
- Accurate GPS positioning and route history displayed on comprehensive multi-layer mapping (to be able to provide different vehicle history reports e.g. daily report or monthly reports.
- System Event Alerts notification via RSS feed (radio signal, SMS or E-mail (to be able to send sms's or email's)
- Customer site visit reports
- Standard Trip and movement reports
- Automatic failure diagnostic check every 24 hours
- Route replay
- Cell phone positioning
- Google earth (export)
- To provide technical assistance at no additional charges on site for any malfunction on the units, and for the installation or uninstallation of the units.
- The tracking, recovery and safeguarding of stolen vehicles.

The system will be rented over 3 years (36 months), after which the system will be the property of the service provider. Furthermore, the fleet fluctuates due to disposal of vehicles and acquisition of new vehicles, hence the number of vehicles in the fleet will differ. Payment for the services will be on a quarterly basis for rental and service fees (units that are in use and fully functional), the Department will not make any upfront payments for the installation of the devices. At the end of the contract period, the service provider will have to remove the devices from the fleet, at no additional costs to the Department. Any devices that may be installed after the contract has commenced shall be charged for the remaining contract period

## EVALUATION CRITERIA

### THE BID WILL BE EVALUATED IN TWO STAGES AS FOLLOWS:

#### STAGE 1 – ELIGIBILITY CRITERIA

**IN ADDITION TO ALL REQUIREMENTS A COMPREHENSIVE COMPANY PROFILE MUST BE ATTACHED DETAILING ALL INFORMATION REQUIRED AS PER STAGE 1 OF EVALUATION CRITERIA, FOR THE PROGRESSION TO STAGE 2, SERVICE PROVIDERS MUST SCORE A MINIMUM OF 60% OF TOTAL POINTS AND PROFILE MUST HAVE TRACEABLE REFERENCES WITH A PROVEN TRACK RECORD. DOCUMENTARY PROOF OF COMPLETED CONTRACTS MUST BE ATTACHED**

| Key aspect of Eligibility               | Basis for points allocation   | Score | Max Points   |
|---|---|-------|--------------|
| <b>Methodology and Maintenance Plan</b> | - Provide in detail how your company would execute this service in respect of :-<br><br>- Capacity to execute this service<br>- Ground crew available throughout KZN in respect of recovery e.g. responding to theft, hijacking etc.<br>- Safeguarding of vehicles.<br>- Reliability of satellite coverage and secondary backup<br>Provide detailed maintenance plan and the turnaround time for repairing installed devices. | Good  | <b>19-30</b> |
|   | - Acceptable (in terms of above)  | Fair  | 13-18        |
|   | - Lacks the appropriate level of experience (in terms of above)   | Poor  | 0-12         |
| <b>Experience</b>                       | Displays appropriate, applicable and relevant experience on previous similar projects viz.<br>Provide list of similar projects executed exceeding 5 years.<br>Provide description, value, contract period and traceable references  | Good  | <b>19-30</b> |
|   | Provide list of similar projects executed between 3-4 years.<br>Provide description, value, contract period and traceable references  | Fair  | 13-18        |
|   | Provide list of similar projects executed between 0-2 years.<br>Provide description, value, contract period and traceable references  | Poor  | 0-12         |
| <b>Financial Capacity</b>               | Provide proof of financial capacity to satisfactorily execute the services.<br>Provide last 2 years audited financial statements or Bank rating   | Good  | <b>16-25</b> |
|   | Acceptable (in terms of above)  | Fair  | 11-15        |
|   | Lack of financial capacity  | Poor  | 0-10         |
| <b>Resources and Equipment</b>          | Provide detailed list of appropriate resources and equipment available to execute the required services viz:-<br><br>-Human resources<br>-Financial Resources<br>-Technical Resources<br>-Plant and Equipment<br>-Latest Technology in respect of monitoring and tracking   | Good  | <b>10-15</b> |
|   | Acceptable (in terms of the above)  | Fair  | 7-9          |
|   | Did not provide satisfactory solutions to the set of criteria dealing with key issues (in terms of above)   | Poor  | 0-6          |

## **STAGE 2 – 80/20 PREFERENCE POINTS SYSTEM**

The 80/20 Preference Points System will be utilized. In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

| <b>B-BBEE Status<br/>Level of Contributor</b> | <b>Number of points<br/>(80/20 system)</b> |
|---|--|
|---|--|

|                           |    |
|---------------------------|----|
| 1                         | 20 |
| 2                         | 18 |
| 3                         | 14 |
| 4                         | 12 |
| 5                         | 8  |
| 6                         | 6  |
| 7                         | 4  |
| 8                         | 2  |
| Non-compliant contributor | 0  |