



Quotation Advert

Opening Date: 2020-09-07

Closing Date: 2020-09-15

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Head Office Quotations

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required Infrastructure Development

Date Submitted 2020-09-04

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
646/20/21-H

Item Category: Services

Item Description: Installation of CCTV Cameras at Amajuba Health District Forensic Mortuaries (Madadeni and Newcastle MLM)

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: www.kznhealth.gov.za

QUOTES SHOULD BE DELIVERED TO: 310 Jabu Ndlovu street Old Boys Model, Tender Quotation Box or Email to Quotations.scmho@kznhealth.gov.za

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Nolwazi Mthembu

Email: nolwazi.mthembu1@kznhealth.gov.za

Contact Number: 033-8158411

Finance Manager Name: T. Asbhy

Finance Manager Signature:

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [IF YES ENCLOSE PROOF]

OFFICIAL PRICE PAGE FOR QUOTATIONS

SIGNATURE OF BIDDER DATE.....
 [By signing this document I hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.....

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
1	21	Installation of CCTV Cameras@ Amajuba Health District Forensic Mortuaries (Madadeni and Newcastle MLM)				
		NB: Specification attached				
		Original documents required in a sealed envelope with current CSD summary report reflecting banking details, certified copy of B-BBEE certificate by verified agency and accredited by SANAS , Tax Clearance certificate or SARS pin				
		Responses to be delivered:310 Jabu Ndlovu street,old boys Model,Quotation tender box Or Quotations.scmho@kznhealth.gov.za				
VALUE ADDED TAX (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

Does This Offer Comply With The Specification? Is The Price Firm?	Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification? State Delivery Period E.G. E.G. 1day, 1week
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Enquiries regarding the <u>quote</u> may be directed to: Contact Person: <u>Nolwazi Mthembu</u> Tel: <u>033-815 8411</u>	Enquiries regarding <u>technical information</u> may be directed to: Contact Person: <u>SANDILE NGEMA</u> Tel: <u>033-9402520</u>
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DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.
2. In order to give effect to the above, the following questionnaire must be completed and submitted with the quote.

- | | |
|---|---|
| 2.1. Full Name of bidder/representative..... | 2.4. Company Registration Number: |
| 2.2. Identity Number: | 2.5. Tax Reference Number: |
| 2.3. Position occupied in the Company (director, trustee, shareholder ²): | 2.6. VAT Registration Number: |

2.7. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below. (TICK APPLICABLE)

2.8. Are you or any person connected with the bidder presently employed by the state? YES NO

2.8.1. If so, furnish the following particulars:
 Name of person / director / trustee / shareholder/ member:
 Name of state institution at which you or the person connected to the bidder is employed:.....
 Position occupied in the state institution: Any other particulars:.....

2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES NO

2.8.2.1. If yes, did you attach proof of such authority to the quote document?

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)

2.8.2.2. If no, furnish reasons for non-submission of such proof:

2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES NO

2.9.1. If so, furnish particulars:.....

2.10. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quote? YES NO

2.10.1. If so, furnish particulars:.....

2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quote? YES NO

2.11.1. If so, furnish particulars:.....

2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES NO

2.12.1. If so, furnish particulars:.....

3. Full details of directors / trustees / members / shareholders.

NB: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

4 DECLARATION

I, THE UNDERSIGNED (NAME).....CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.

I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Name of bidder Signature Position Date
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¹*State* means –

- | | |
|---|---|
| a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); | c) provincial legislature; |
| b) any municipality or municipal entity; | d) national Assembly or the national Council of provinces; or |
| | e) Parliament. |

²*Shareholder* means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

1. AMENDMENT OF CONTRACT

1.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

2.1. Bidders must advise the Department of Health (institution where the offer was submitted) should their address (*domicilium citandi et executandi*) details change from the time of bidding to the expiry of the contract.

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- 3.1. The institution is under no obligation to accept the lowest or any quote.
- 3.2. The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT vendors.
- 3.3. The bidder must ensure the correctness & validity of quote:
 - (i) *that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk*
- 3.4. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract.
- 3.5. This quotation will be evaluated based on the 80/20 points system, specification & correctness of information. All required documentation must be completed in full and submitted.
- 3.6. Offers must comply strictly with the specification.
- 3.7. Only offers that meet or are greater than the specification will be considered.
- 3.8. Late quotes will not be considered.
- 3.9. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.10. A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 3.11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 3.12. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
- 3.13. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.14. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders have multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered.

4. SAMPLES

- 4.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
 - (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
 - (ii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 4.2. **Samples must be made available when requested in writing or if stipulated on the document.**
 - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

5. COMPULSORY SITE INSPECTION / BRIEFING SESSION

5.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting take place
- (ii) Date ____/____/____ Time ____:____ Place _____

Institution Stamp:	Institution Site Inspection / briefing session Official Full Name: Signature: Date:
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6. STATEMENT OF SUPPLIES AND SERVICES

- 6.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

7. SUBMISSION AND COMPLETION OF SBD 6.1

- 7.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

8. TAX COMPLIANCE REQUIREMENTS

- 8.1. In the event that the tax compliance status has failed on CSD, *it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.*
- 8.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, *the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.*

9. TAX INVOICE

- 9.1. A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:

- (i) the name, address and registration number of the supplier;
- (ii) the name and address of the recipient;
- (iii) an individual serialized number and the date upon which the tax invoice is issued;
- (iv) a description and quantity or volume of the goods or services supplied;
- (v) the official department order number issued to the supplier;
- (vi) the value of the supply, the amount of tax charged;
- (vii) the words tax invoice in a prominent place.

10. PATENT RIGHTS

- 10.1. The supplier shall indemnify the **KZN Department of Health** (hereafter known as the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

11. PENALTIES

- 11.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract.

12. TERMINATION FOR DEFAULT

- 12.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
 - (ii) if the supplier fails to perform any other obligation(s) under the contract; or
 - (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 12.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 12.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
- (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - P \text{ min}}{P \text{ min}} \right) \text{ Where}$$

- Ps = Points scored for price of bid under consideration
- Pt = Price of bid under consideration
- Pmin = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 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-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: =(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

(Tick applicable box)

7.1 Will any portion of the contract be sub-contracted?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted..... %
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....

8. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	√	√
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. **DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 **TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....
.....

9.6 **COMPANY CLASSIFICATION [TICK APPLICABLE BOX]**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1.</p> <p>2.</p>

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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health

Department:
Health
PROVINCE OF KWAZULU-NATAL

APPOINTMENT OF A SUITABLE SERVICE PROVIDER ON QUOTATIONS TO SUPPLY&INSTALL A HD IP CCTV SYSTEM AT APPOINTMENT OF A SUITABLE SERVICE PROVIDER ON QUOTATIONS TO SUPPLY&INSTALL A HD IP CCTV SYSTEM AT NEWCASTLE AND MADADENI MEDICO LEGAL MORTUARY AND PROVIDE MAINTENANCE FOR A PERIOD OF 24 MONTHS AND PROVIDE MAINTENANCE SERVICES FOR A PERIOD OF 24 MONTHS

1. PURPOSE

The purposes of this specification is to get a suitable service provider to supply and install a High Definition, Internet Protocol Close Circuit Television System and provide maintenance to the installed CCTV system at KZN Department of Health's Newcastle and Madadeni Medico Legal Mortuary and to provide preventative and corrective maintenance services of the installed system for a period of 24 months after the guarantee period.

2. PROJECT IMPLEMENTATION TABLE

PROJECT PHASE	PROJECT PERIOD
Installation of a HD; IP CCTV system(supply, installation, commissioning and training)	1 months/30 days calendar period
Guarantee period on the Installed integrated HD; IP CCTV (repairs and workmanship on breakdowns at no additional cost)	12 months/1 year
Maintenance (after guarantee period)	24 months
Project life span (inclusive of installation, guarantee and maintenance contract)	36 months

3. BACKGROUND

The scope of work is summarised as follows:

- I. To Supply, Install and Commission HD IP CCTV systems at Madadeni and Newcastle Forensic Mortuaries;
- II. Train the users to use the new CCTV systems; and
- III. Maintain and repair the system for a period of 24 months after guarantee period; and
- IV. KZN Department of Health reserve the right to extent the maintenance contract for an additional 24 months

4. GENERAL PROVISIONS APPLYING TO THE SYSTEM AND STANDARD SPECIFICATIONS

Although not bound in nor issued with this document, the latest issues of the following standards and specifications shall form part of this Contract:

- a) EN 50132-1 **European Standard: Alarm systems**, CCTV surveillance systems for use in security application, March 2010
- b) BSIA **Planning, design, installation and operation of CCTV Surveillance Systems**, Code of Practice & associated Guidance, Feb 2014, Issue 3
- c) SABS-0222-5-2:1999, **CCTV Installation Guidelines**
- d) SANS 10222-5-1-2:200h, **Electrical security installations**, CCTV installations, CCTV surveillance systems for use in security applications: System design requirements
- e) SANS 10222-5-1-1:200h, **Electrical security installations**, CCTV installations, CCTV surveillance systems for use in security applications: Operational requirements
- f) SANS 10222-5-1-3:200h, **Electrical security installations**, CCTV installations, CCTV surveillance systems for use in security applications: Installation, planning and implementation requirements
- g) SANS 10222-5-1-4:2003, **Electrical security installations**, CCTV installations, CCTV surveillance systems for use in security applications: Testing, commissioning and hand-over requirements
- h) SANS 10222-5-1-5:2003, **Electrical security installations**, CCTV installations, CCTV surveillance systems for use in security applications: Maintenance requirements
- i) SANS 10400 - The application of the National Building Regulations;
- j) Occupational Health and Safety Act, 1993;

4.1 GUARANTEE

- a) The Contractor shall fully guarantee and provide fully comprehensive guarantee list per each component of the system from the date of notice of the completion of installations.
- b) The guarantee shall cover all costs for Warranty Service, e.g. including parts which are readily available in South Africa and delivery etc.
- c) Maintenance plan and licence fees must be supplied (renewable) e.g. service technician, turn-around response, pick-up, transportation etc.

4.2 DELIVERABLES

Please note the following deliverables:

- a) Supply, install and commission a HD IP CCTV System;

APPOINTMENT OF A SUITABLE SERVICE PROVIDER ON QUOTATIONS TO SUPPLY&INSTALL A HD IP CCTV SYSTEM AT NEWCASTLE AND MADADENI MEDICO LEGAL MORTUARY AND PROVIDE MAINTENANCE FOR A PERIOD OF 24 MONTHS

- b) The functionality and reliability of all communications, cables, batteries, surge protection; settings, adjustments, equipment, etc. shall be installed correctly and adhere to relevant SANS standards and shall be SABS approved; and
- c) Operational and maintenance Training shall be provided to the operators and managers. Exceptions shall be explained and rectified.

5. GENERAL INSTALLATION REQUIREMENTS OF THE CCTV CAMERAS

NB: All installations must be mapped on an electronic and paper solution plan, including the wiring and marking used on the wires and specifications of all systems used. The electronic plan must be compatible with Microsoft products and these records will be the client's property, and must be editable to update any future changes and installations. The service provider must update the plans every time any updates and/or changes are made. All systems must have redundancy system in place including wiring. All systems used must be accessible on South African open market and of high quality and SANS approved.

All security system data reports must be compatible with Microsoft products. The client may use security specialist to verify the submitted proposals, and may verify hardware/software and security system used. The client also may conduct site visits of the proposed service provider.

NB: The CCTV system must be designed to allow for future expansion and compatible with other brands of equipment (adding additional cameras, monitors, NVRs, etc.)

5.1 Security Systems

- a) All hardware and software must be supplied by a service provider, including back-ups and redundancy systems.
- b) All computer systems installed must be new and the service provider must provide an acceptable maintenance and repair/replacement plan for the computer systems for the maintenance period, including a software restoration plan.
- c) The security system must have a data backup system in place, and backups must be done on a daily basis. The system must not lose data on loss of power.

5.2 Equipment

- a) All equipment and components shall be new, of high quality, the most recent models and suitable for the application. Special attention shall be given to the availability of spare parts and after sales support for at least 5 years.
- b) Power over Ethernet. Plug-to power supplies will only be allowed if it is not possible to feed a unit from a fixed power supply. Plug adaptors will not be allowed.
- c) Fast, accurate, reliable, high quality image capture.
- d) All access points to the buildings must allow for facial recognition both on entry and exit.
- e) Avoid installing cameras too high above the subject thus preventing 'tip-of-head' video images

5.3 Environment

- a) Ensure that all components are properly protected against possible environmental conditions and tampering by patients.
- b) Waterproof and anti-dust protection. Appropriate IP rating equipment must be selected. IP 66 is required for Outdoor equipment and IP 54 for Indoors).
- c) Operating temperature shall be -10 to 60 C and -5 -95% none condensing.
- d) Operate and have clear view in low light 0.0 Lux
- e) All galvanising shall be heavy, hot dipped galvanising suitable for high corrosive areas. Painting and finishes shall also be suitable for high corrosive areas.
- f) All screws, bolts, supports and other components shall be galvanised, stainless steel or shall be protected by another suitable method against the corrosive environment.

5.4 Competent Persons

It is a definite requirement that competent technicians be used to install the systems. A second person (as a standby) with similar qualifications and experience shall be identified in case the preferred person cannot attend to a problem (after installation maintenance support). The names, qualifications and experience of the persons shall be submitted to the Department of Health: Infrastructure Development Engineer for approval.

The systems require competent persons with in-depth experience of the following fields:

- a) Electronic systems.
- b) CCTV Security systems.
- c) Hardware and software setup and configuration.

6. LABELLING & SIGNAGE

6.1 Labels

All equipment shall have a unique number on a permanent label and fixed to the equipment, design and operating information.

The following information shall be indicated at each piece of equipment:

- a) The battery type and size. (next to the batteries)
- b) The sizes of all the fuses. (next to the fuses)
- c) Complete schematic, wiring diagrams and operating instructions shall be laminated and fixed on the inside of all enclosures, kiosks and cabinets or on the wall next to a system.

6.2 Cable numbers

All cables shall be marked and neatly enclosed in conduit where the cables will be visible. At least the following requirements shall be met: Cables shall be numbered as follows:

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- a) Cables shall be numbered with permanent labels fixed to the cables.
- b) Cables numbers shall be installed at each end of the cable, in each manhole and on each side of sleeves or other penetrations.
- c) A cable schedule must be drawn up and submitted to the Department.

7. SYSTEM FEATURES

7.1 Cable Sleeves, wire ways, conduits and fixings

- a) All cable sleeves, wire ways, cable trays and conduits required by the security installation form part of the contract.
- b) The Contractor shall be responsible to ensure that the requirements of the security installation with regard to the cable sleeves, raceways and conduits shall be met.
- c) The Contractor shall check the security layout drawings and provide detail layout drawings for the all cable sleeves, raceways, cable trays and conduits required by the security system for acceptance by the Department.
- d) The cable sleeves, raceways and conduits must conform to the current cable sleeves, raceways and conduits installed in the buildings.
- e) Protect cable ends at all times with acceptable end caps except during actual termination.

7.2 Sleeves

- a) PVC sleeves shall not be accepted. Only corrugated cable sleeves shall be used.
- b) The Contractor shall seal the ends of all sleeves with a non-hardening watertight and fireproof compound after the installation of cables. All sleeves intended for future use shall likewise be sealed.
- c) The position of sleeves shall be permanently marked on curbs, paving or other suitable surface.

7.3 Conduits

- a) Concealed conduits may be PVC, but exposed conduits shall be heavy galvanised steel. Only spacer saddles shall be used to fix conduit.
- b) Cable trays may be laid inside the ceiling to run cables but it must not be mixed with the KZN Health's IT cables.
- c) Outdoor cable runs should be housed in UV-proof conduit.

7.4 Wire ways

- a) All wiring used must be clearly marked, where it connects, and on the inside of the control box where it connects, indicating at minimum the purpose , and to what system the wire is connected to.
- b) All control boxes installed must be lockable and have locks and keys.
- c) Concealed trunking may be PVC but exposed trunking shall be painted steel or heavy galvanised steel.
- d) Small PVC trunking may be used for short runs close to installed equipment.

7.5 Cabling and Cable Trays

- a) Heavy galvanised wire mesh cable trays may be installed in equipment rooms and other concealed areas.
- b) All cabling to be neat and enclosed in conduit.
- c) Fibre optic cable shall not be subjected to any bend of less than an eight (8) inch radius
- d) CAT 6e chrome cables can be used to install the CCTV system.

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- e) Avoid cable joins and avoid over-tightening cable-ties.
- f) Outdoor cable runs should be housed in UV-proof conduit.
- g) In lighting prone areas, install surge protection devices.
- h) Under no circumstances shall double sided tape be used anywhere on this installation for whatever purpose

7.6 Fixings

- a) All conduit, wire ways and equipment shall be fixed with suitable screws. No glue or double sided tape fixing shall be acceptable.
- b) All fixings shall be according to the fixing supplier's recommendations for the type of surface that items are fixed to.

8. SYSTEMS FEATURES AND STANDARDS

8.1 Cameras

- a) Only high quality static, HD IP dome/swivel/Semi dome and/or Bullet type cameras and lenses must be installed (auto-iris and auto-focus lenses only).
- b) HD and smooth picture, 1080p@30fps
- c) Composite monitoring, (Designing of the Optimum Viewing Distance where necessary)
- d) Low illumination, 0,05 with colour picture
- e) Cameras with Motion detection capabilities must be installed to reduce unnecessary recordings.
- f) The cameras must allow for the cabling to exit from the rear end of the camera housing to prevent tampering of the cabling.
- g) Resolution generated by cameras must not be compromised.
- h) The system should be vandal resistance.
- i) All cameras must come with at least 3 year warranty
- j) Angle view up to 100degC.

8.2 Network Video Recorder (NVR)

- a) Each NVR must be able to accommodate a minimum for 16 Cameras and minimum external hard Drive storage of 4TB.
- b) The NVR must be able to store images for a period of 1 months/30 days on the external Hard Drive
- c) The monitoring image quality must be minimum of 1080P (1920x1080).
- d) The NVR should allow for analytic view.
- e) Digital time lapse/real time recorders
- f) The NVR must allow for rotation of cameras view at 5 to 8 seconds per frame and be able to enlarge a specific frame for full viewing.

8.3 Monitors

- a) The LED HD monitors should not be less than 40" and must be mounted on the wall for easy viewing.
- b) The monitors must accommodate up to 16 cameras for optimal viewing simultaneously.
- c) Monitor will be used for static view of critical/high risk areas.

8.4 Operator/Client Workstation

- CPU: Intel i7 4790
- RAM: 8GB
- Network: Ethernet (1000Base-T)
- Graphics card: 2GB Graphics Card
- Disk: 120 GB SSD
- OS: Windows 7 Pro 64 bit

8.5 Operating Temperature/humidity

- Temperature between -10 to 60 C
- Humidity 5– 95% non-condensing

8.6 Housings

- a) Location indoor and outdoor.
- b) Vandalism resistant and total weight to be considered.
- c) Sufficient physical space for the camera, lens, electrical wiring and enough room to make the connections and allow for the future maintenance.
- d) Aluminium or rustproof and mounted onto load bearing points.
- e) Variation in temperature and washer camera housing.
- f) Intrinsically safe and highly corrosive.
- g) Cablings must exit from the rear of the cameras with protective housing.
- h) The CCTV-camera system must be maintained regularly during the guarantee period at least once a month.

8.7 Mounting

- a) Flat surface;
- b) Mounting plate must accept not less than four screws or bolts;
- c) Outdoor applications shall be in a weather-proof, ultra violet resistant housing.

8.8 Dry wall

Plugs or butterfly nuts may be used.

8.9 Brick wall

Expansion bolts or chemical bolts are acceptable

9. TRAINING

- 9.1** The service provider shall supply personnel to train identified Departmental employees on the operation of the system installed.
- 9.2** A training program shall be designed to provide a comprehensive understanding and the basic level competency with the system. It shall be sufficiently detailed to allow Departmental personnel to operate the system independent without any outside assistance and the training information should be inclusive in the system manual.
- 9.3** There must be a 24 hour call centre to provide technical support to the operator/end user of the CCTV system and/or a technician is available twice a week for a period of (6) six months to assist the ender user with any operational challenges. This should not be any additional call out cost for this purpose to KZN Health.

10. EARTHING, BONDING AND LIGHTNING PROTECTION

- a) The Contractor will be responsible for all earthing and bonding of the equipment supplied under this contract.
- b) The earthing and bonding of equipment is to be carried out strictly as described in the standard specifications and to the satisfaction of the Department.
- c) The Contractor shall provide high quality lightning protection equipment to protect the security equipment. The earthing and bonding shall be suitable for the lightning protection.
- d) The cost of earthing and bonding shall be included in other rates.
- e) All equipment must be guaranteed against lightning damage, and where damaged by lightning, maintenance and repairs will be for the cost of and the responsibility of the Contractor during the **guarantee/warranty period**.

11. OTHER WORK

- a) Construction and electrical works required for the contract should be carried out by persons registered with the CIDB or relevant regulatory bodies. The Contractor is however responsible to identify the work to be done by others and to inform the appropriate parties that the work needs to be done. The Contractor shall also follow up on the progress of the work and expedite the work if necessary.
- b) It is the responsibility of the Contractor to confirm that the quality of the work by others is acceptable for the contract.

11.1 Builder's work

- a) Builder's work, holes, painting, making good, etc. required for this work forms part of this specification and must be allowed for in the rates.
- b) No cutting of structural concrete will be permitted unless the permission of the Department has been obtained beforehand in writing.
- c) The Contractor shall take care that all pipes, other electrical equipment and accessories to be chased, are firmly fixed in position in a manner acceptable to the Department.
- d) The Contractor shall be responsible for the making good (including painting, plastering and patching) of all chases and openings in building work after equipment has been positioned.

11.2 Electrical work electrical requirement

- a) The electrical supply to the components of the system shall be supplied by others at 240V AC \pm 5%. The Contractor will have to specify at which points he will require a power supply. Any electrical cabling and wiring from electrical supply to the equipment forms part of this contract. The contractor must appoint a qualified and licenced electrician to perform any electrical work which must be inclusive in the pricing and in consultation with the institution.
- b) The power supply should comply with the Electrical Regulations and the SANS
- c) All electrical equipment shall be provided with a substantial earth terminal to which all metal parts are connected.
- d) All cabling must be housed in the existing trunking in the buildings. Where it is not possible for cabling to be routed in the existing trunking it shall be routed in YT 2 trunking where only machine bends will be acceptable.
- e) Any trunking shall be secured to walls by means of No. 68 round head brass screws and the correct inserts shall be installed at intervals of not more than 350mm.
- f) A UPS back up must be installed as part of the system and must be able to ensure that the system will work for at least 160 minutes during a power failure.
- g) Bidders must follow installation electrics in accordance with SANS 0142, certificate of compliance for electrical installations.