



**health**

Department:  
Health  
REPUBLIC OF SOUTH AFRICA

**DoH 663-2025/2026**

**INVITATION TO  
QUOTE FOR  
PRIVATE SECURITY SERVICES  
AT**

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**ETHANDAKUKHANYA  
COMMUNITY HEALTH CENTRE**

**Briefing session : No**  
**Bid Closing Date : 23 FEBRUARY 2026**  
**Bid Closing Time : 10:00 AM**  
**Bid submission : [purchasing@health.gov.za](mailto:purchasing@health.gov.za)**

**DOH: 663/2025-2026 - REQUEST FOR QUOTATION FOR PRIVATE SECURITY SERVICES AT ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE, MKHONDO LOCAL MUNICIPALITY, GERT SIBANDE DISTRICT MUNICIPALITY, MPUMALANGA FROM 1 MARCH 2026 TO 30 MAY 2026.**

**Dear Supplier**

You are kindly requested to submit a quotation in accordance with the attached specifications.

As per the standard procurement process, the following **MANDATORY and ADMINISTRATIVE REQUIRMENTS AND DOCUMENTATION** must be adhered to and submitted with your quotation:

1. Tax Compliance Status PIN issued by SARS
2. Supplier must submit the Central Supplier Database profile (CSD report).
3. Completed and signed SBD 4 and SBD 6.1 forms (attached).
4. The quotation must:
  - Reflect the National Department of Health quotation reference number (starting with DoH 663-2025/26).
  - Be in the letterhead of the company.
  - Clearly state its validity period.
  - Signed at the bottom.

**MANDATORY REQUIRMENTS**

5. Priced Quotation
6. Valid Company PSIRA registration.
7. Proof of valid Public Liability insurance of R1 000 000.00 or quotation thereof with intention of subscribing within 10 days should you be the successful service provider.
8. Valid PSIRA registrations for required security guards.
9. Proof of valid Company Firearms license.
10. Proof of valid existing Firearm register.
11. Proof of valid provident fund registration for security service providers or ability to register with the relevant provident scheme within 10 days should you be the successful service provider
12. Proof of valid existing Company Firearm Permit.
13. Firearm competency certificates for the required four (04) armed guards.
14. Provide Police Clearance for the four (04) security officers. Police clearance must have been done in the past **12 months**. Bidders to provide proof that the clearance was done within the past 12 months. Failure to provide proof will lead to disqualification.
15. **NB: Failure to comply with any of the above mandatory requirements will result in disqualification.**

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\*Preference will be given to bidders located in the **Mpumalanga** province.

**CLAIMING PREFERENCE POINTS (HDI, WOMEN, DISABILITY)**

To claim preference points in terms of the Preferential Procurement Regulations 2022, the following conditions apply:

- **SBD 6.1 must be fully completed** to claim preference points for:
  - Historically Disadvantaged Individuals (HDI) – persons who had no franchise in national elections before the 1983 and 1993 Constitution
  - Women ownership
  - Persons with disabilities

***(NB: For disability claims, supporting documentation must include a valid medical certificate or doctor's note confirming the condition)***

- Where ownership is held **under a trust or other shareholding arrangement**, the following must be submitted:
- A **shareholding certificate** clearly indicating the ownership structure (number of shares held by each member or director of the company)
- **Copies of ID documents** for all beneficiaries or shareholders

**NB: Failure to complete SBD 6.1 and to provide relevant supporting documents for any claimed preference points will result in zero points allocated under that category. The quotation will be evaluated based on price only.**

**B-BBEE DOCUMENTATION (NON-MANDATORY)**

All suppliers are **required to submit valid B-BBEE documentation** as part of their quotation, in line with the requirements of the Broad-Based Black Economic Empowerment Act, No. 53 of 2003. This documentation is required for compliance and reporting purposes. Acceptable B-BBEE documents include:

- A **Sworn Affidavit** (for EMEs and 51%+ black-owned QSEs), or
- A **SANAS-accredited B-BBEE Certificate** (for Generic Enterprises and applicable QSEs)

**SUBMISSION INSTRUCTION**

All quotations and supporting documentation **MUST** be submitted via email to: [purchasing@health.gov.za](mailto:purchasing@health.gov.za)

**NB: Submissions sent to any other email address, will not be accepted and may be disqualified without further notice.**

**SUBMISSION DUE DATE 23 February 2026 AND TIME: 10:00AM**

**DOH: 663/2025-2026 - REQUEST FOR QUOTATION FOR PRIVATE SECURITY SERVICES AT ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE, MKHONDO LOCAL MUNICIPALITY, GERT SIBANDE DISTRICT MUNICIPALITY, MPUMALANGA FROM 1 MARCH 2026 TO 30 MAY 2026.**

**NB: Late submissions will not be considered.**

For any *queries or clarifications*, please email [purchsing@heath.gov.za](mailto:purchsing@heath.gov.za) directly and quote the RFQ number starting with DoH 663-2025/26.

**APPLICABILITY OF THE GENERAL CONDITION OF CONTRACT (GCC)**

" The appointment of the successful service provider will be subject to the General Conditions of Contract (GCC) for government procurement, as issued by National Treasury. All suppliers are deemed to have read and understood these conditions. By submitting a quotation, suppliers acknowledge that the GCC will form part of the contract between themselves and the Department of Health.

"The GCC is available on the National Treasury website and may be provided on request."

**NB: ONLY BIDDERS WHO HAVE MET THE MANDATORY REQUIREMENTS WILL BE EVALUATED ON PRICE AND PREFERENCE POINTS.**

Below is the Specifications for Security Services:

BUILDINGS	SHIFT	
<b>ETHANDAKUKHANYA COMMUNITY HEALTH CENTRE</b>	<b>Day Shift</b> (12 hours a day 7 days per week)	<b>Night shift</b> (12 hours a day, 7 days per week)
	<b>Day shift</b> 02 x Armed guards grade C	<b>Night shift</b> 02 x Armed guards grade C

**PRICING SCHEDULE:**

- To be in the letterhead of the company where applicable.
- Clearly state the validity period.
- Must be signed at the bottom.

	DESCRIPTION	UNIT	QUANTITY	RATE	TOTALS
01	<b>Day Shift (12 hours a day, 7 Days per week)</b>  <b>Day shift</b> 02 x Armed guards grade C	MONTH	3		
02	<b>Night shift (12 hours a day, 7 days per week)</b>	MONTH	3		

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	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QUANTITY</b>	<b>RATE</b>	<b>TOTALS</b>
	<b>Night shift</b> 02 x Armed guards grade C				
03	<b>GRAND TOTAL</b>				

**N.B** Prices should be in line with gazetted PSIRA rates or applicable body.

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, \_\_\_\_\_ the \_\_\_\_\_ undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature Date

.....  
Position Name of bidder

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

### 1.2 To be completed by the organ of state

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.
- 1.7 The company must submit ID copies of Directors and or shareholders with their bid document or quotation to substantiate points claimed. The share certificate reflecting the number of shares held by each member or director of the company to qualify for the points claimed must be submitted. In case of a claiming points for disability the company must submit a registered Doctor noted or document as evidence of the disability.

## 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

$P_{min}$  = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{max}$  = Price of highest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Percentage ownership equity (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDI	10		
Women	8		
People with Disabilities	2		

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary

proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....	
<b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....