

MUNICIPAL INFRASTRUCTURE SUPPORT AGENT

COMPULSORY BRIEFING SESSION

12 SEPTEMBER 2025

APPOINTMENT OF A BIDDER TO PROVIDE SECURITY SERVICES FOR THE MUNICIPAL INFRASTRUCTURE SUPPORT AGENT FOR A PERIOD OF THIRTY (36) MONTHS.

NOTES	
1.	This is a compulsory briefing session; bidders signed an attendance register.
2.	Briefing date was 12 September 2025 and time for the briefing was 10am.
	Closing date and time for submission of bid proposals is 26 September 2025 at 11:00am; no late submissions will be accepted
3.	Bid proposals are to be submitted at MISA Head Office in Centurion (Tender Box at the reception area). The physical address is as follows: 1303 Heuwel Avenue, Riverside Office Park, Letaba House 1 st Floor, Centurion, 0046.
4.	The appointed service provide will render the services at MISA Head office at Letaba and Hennops building.
5.	Standard Bidding Documents (SBD1, SBD 3.1 and SBD 4) must be fully completed, where something does not apply to your company indicate by "N/A"; and sign where spaces are provided.
6.	One Bidder will be awarded to render the required services.
7.	It was stated that, and erratum or addendum related to this tender will be uploaded on MISA website under tender notices and on E-tender portal. Bidders are advised to check the two platforms regularly until the closing date of this tender.
8.	It was stated that bidders should not engage with any persons who call them and claim to be MISA official requesting for money, but bidders were advised

	to report such activities to MISA offices immediately. This is due to several scams happening around advertised tenders.
7.	Bidders are to submit 1 hard copy of the original document and 1 soft copy of the original on a memory stick.
8.	<p>Mr. Isaac Nthutang from SCM presented the compliance and administrative of the bid document to the bidders in attendance.</p> <p>Question related to SCM were as follows:</p> <ul style="list-style-type: none"> • When does MISA intend to finalise the process and appoint a SP. • 1st of December 2025 • What is the correct validity period as there are inconsistencies in the TORs? • The correct validity period is 90 days • Clarity on the pricing schedule, are they pricing for security guards only or for also the tools of trade as the TORs do not have a clear breakdown of how-to price? • An addendum will be issued to bidders to provide more clarity on pricing • Clarity on UIF registration, what should be submitted in its place as it has been phased out. • This requirement has been removed from the additional required documents, as per circular N0.2B/2022 “suspends the issuing and the requirement from companies for a compliance certificate and/or a Tender letter as proof of compliance with UI legislation and as a condition for doing business with the UIF, Government, State Entities, Organ of State and companies in the private sector” • Can bidders bid together as a Joint Venture? • Yes, but bidders should note that In case of a Joint Venture/Consortium submission, shall submit a Joint Venture agreement signed by all parties • How long will it take to circulate the questions and answers to bidders? • An addendum and Q&A will be issued on the 15th of September 2025 to bidders • Will the issuing of the addendum affect the closing date? • No, bidders should note that the tender has been published for more than 21days, but rather 26 days.

9.	<p>End-user (Ms. Mandisa Gwabeni) presented the scope of work and deliverables and the below questions followed?</p> <ul style="list-style-type: none">• How many security guards are needed from Monday to Friday and how many are for weekends and public holidays as well as after hours?• One (01) security Supervisor with Grade B PSIRA security certificate.• Three security guards with Grade C PSIRA certificate who will be on duty from 06:00 am to 18:00pm, Monday to Friday.• Three security guards with Grade C PSIRA certificate who will be on duty from 18:00pm to 06:00am, Monday to Friday. The three Security guards will be working night shift, weekends and public holidays.• Clarity on the 20KM Radius stated in the TORs?• The operational office of the company and/or Location of Control room must be in Gauteng.
----	---