



**ZIDA**

**MINUTES OF THE TENDER EVALUATION COMMITTEE  
TENDER: PROVISION OF SECURITY SERVICES  
TENDER NO: ZIDA/DOM15/2024**

**DATE OF MEETING:** 10 July 2024

**PRESENT:** CAROL MAGADZA : CHAIR  
LLOYD DHLIWAYO : MEMBER  
CHIDO MANGAYI : MEMBER

**IN ATTENDANCE** E MABIZA : PMU TEAM LEADER

**1.0 Purpose of the Meeting:**

To review the submissions made by the two companies for the provision of Security services.

**2.0 Opening Remarks**

- 2.1 The Chairperson checked and confirmed that there was a quorum for the meeting and opened the meeting to adjudicate on the Security services tender.
- 2.2 Companies who responded to the tender were read out as follows:
  - 2.2.1 SEASEC SECURITY PVT LTD

- 2.2.2 ROGEL SECURITY
- 2.2.3 REALSTAR SECURITY PVT LTD
- 2.2.4 PEACE SECURITY COMPANY PVT LTD
- 2.2.5 NEWMON SECURITY
- 2.2.6 GUARDIAN SECURITY SERVICES PVT LTD

2.3 Names of all bidders were read out and committee members were requested to confirm that they had no Conflict of Interest arising with regards to any of the bidders. No conflicts were declared, and Conflict Declaration Forms were signed and submitted to the PMU representative E.M.

**3.0 MANDATORY DOCUMENTS EVALUATION**

The Committee assessed all the mandatory documents submitted by the bidders and the table below is a summary of the results:

**TABLE 1 of 2**

No	Mandatory Requirements	SEASEC SECURITY	ROGEL SECURITY	PEACE SECURITY	REALSTAR SECURITY	NEWMON SECURITY	GUARDIAN SECURITY
1	Signed Bid Submission Sheet	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
2	Bid Securing Declaration	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
3	Valid Tax Clearance	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
4	Valid PRAZ Certificate (SP007) & (GS002)	Submitted Both	Submitted SP007	Submitted both	Submitted both	Submitted SP007	Submitted SP007
5	Certificate Of Incorporation	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
6	CR14/CR5	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
7	CR6	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
8	Declaration on Corrupt and Fraudulent Practices	Submitted	<b>Did not submit</b>	Submitted	Submitted	Submitted	Submitted
9	3 Signed/stamped Trade References	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
10	Valid NSSA Certificate	Submitted	<b>Expired 31 March</b>	Submitted	Submitted	Submitted	Submitted
11	Ministry of Home Affairs Certificate	Submitted	Submitted	Submitted	Submitted	Submitted	Submitted
12	Valid Public Liability Cover of at least \$500k	<b>Did not submit</b>	Submitted	Submitted	Submitted	USD\$12000	Submitted
13	An Undertaking To Pay Contract Administration Fees to PRAZ	Submitted	Submitted	Submitted	Submitted	Submitted	<b>Did not submit</b>



- 3.1 ROGEL SECURITY (Pvt) Ltd provided an expired NSSA certificate and did not provide a declaration on Corrupt and Fraudulent Practices & for this non-compliance, The Committee **disqualified** them from proceeding to the Technical Evaluation stage.
- 3.2 SEASEC SECURITY did not provide a valid public liability Cover of at least \$500k and for this non-compliance, The Committee disqualified them from proceeding to the Technical Evaluation stage.
- 3.3 GUARDIAN SECURITY did not provide an undertaking to pay contract administration fees to PRAZ 500k and for this non-compliance, The Committee disqualified them from proceeding to the Technical Evaluation stage.

**4.0 TECHNICAL SUBMISSIONS EVALUATION**

The Committee assessed the technical submissions as per the RFP document, and the table below summarises the evaluation results:

TECHNICAL REQUIREMENTS	PEACE SECURITY	REAL STAR SECURITY	NEWMION SECURITY
<p>m) Provide proof in the form of registration books that bidders have at least 4 vehicles. Vehicles should be registered in company's name;</p>	Submitted	Submitted	Submitted pg91
<p>n) Declaration that the bidder is not insolvent, in receivership, bankrupt or being wound up, not have had business activities suspended and not be the subject of legal proceedings for any of these circumstances.</p>	Submitted Page 25	Submitted	Submitted pg19
<p>o) Declaration that the bidder has capacity to equip their guards with tools of trade such as uniforms, whistles, button sticks, handcuffs and to some extent firearms and dogs as may be required.</p>	Submitted Page 26	Submitted	Submitted pg61
<p>p) Declaration that the security guards will be properly vetted by the Zimbabwe Republic Police before engagement for criminal records; and wear a Black Suit and Tie and be presentable.</p>	Submitted Page 23	Submitted	Did not submit
<p>q) Declaration that the bidder is not be debarred from participation in public procurement under section 72 (6) of the Act and section 74(1) (c), (d) or (e) of the</p>	Submitted Page 27	Did Not Submit	Submitted pg 157

	Regulations or declared ineligible under section 99 of the Act;			
r)	Proof of membership with any reputable Security Association in Zimbabwe;	SAZ- Page 49	Submitted	ZINSA pg 17
s)	Fingerprints of Directors or Company representatives (not more than 6 months)	Submitted Page 100-105	Submitted	Submitted pg 21
t)	Valid POTRAZ Radio License	Submitted Page 71-78	Submitted	Submitted pg68
u)	Valid firearms license	Submitted Page 95	Submitted	Submitted pg 70
v)	Visit to the Premises to confirm physical address, ability to control remote CCTV and General ambience of the company.			
<b>FINANCIAL REQUIREMENTS</b>				
w)	Breakdown of costs (Price schedule)	Submitted Page 28	Submitted	Submit
x)	The Cost Breakdown shall clearly show the wages, operational costs and overheads.			



4.1 Real Star Security failed to submit the declaration that the bidder is not be debarred from participation in public procurement under section 72 (6) of the Act and section 74(1) (c), (d) or (e) of the Regulations or declared ineligible under section 99 of the Act; and in that case they were disqualified.

4.2 Newmon Security failed to submit the declaration that their security guards will be properly vetted by the Zimbabwe Republic Police before engagement for criminal records; and wear a Black Suit and Tie and be presentable, and in that case they were disqualified.

## 5.0 FINANCIAL EVALUATION

The Committee assessed the financial submissions of Peace Security, and the table below summarises the evaluation results:

							Peace Security Company P/L	
Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate	
1	92121504	Security guard services	Provision of Security Guard Services	2	12-hour Guard Per Month	943	943	
							Total = 943.0000	

**6.0 CONCLUSION:**

**The Committee noted that Peace Security met all the requirements as stipulated in the RFP documents.**



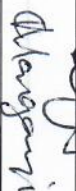

**7.0 RECOMMENDATION**

- 1.1 The Committee recommends **Peace Security** to be awarded the tender for the provision of Security Services to ZIDA at a cost of **USD943.00 VAT inclusive.**


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8.0 COMMITTEE SIGNATURE SECTION

NAME OF COMMITTEE MEMBER	SIGNATURE	DATE
1 CAROLINE MAGADZA (CM)		10/17/24
2 LLOYD DHLWAYO (LD)		12/07/24
3 CHIDO MANGAYI (CM)		10/07/2024
4 EDWARD MABIZA (EM)		10/07/24

REVIEWED BY - PMU	SIGNATURE	DATE
TAPFUMANEI JAVA		12/07/24

APPROVED/NOT APPROVED - ACCOUNTING OFFICER	SIGNATURE	DATE
CHIEF EXECUTIVE OFFICER TAFADZWA CHINAMO		11-7-24

**COMMENTS:**

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