

REPORT OF THE SECOND EVALUATION COMMITTEE MEETING HELD ON THE 27TH OF JANUARY 2025 FOR THE ADJUDICATION OF THE TENDER GRDC/NCS/01/24 (PROVISION OF SECURITY SERVICES)

IN ATTENDANCE;

NAME	DESIGNATION
S Ncube	Treasurer (Chairing)
M Nkomo	Procurement Officer
B Moyo	A/Engineer
S Mpofu	E.O Social Services

TERMS OF REFERENCE

The Evaluation Committee was assigned to revisit the award for the tender GRDC/NCS/01/24 (Provision of security services) to consider the view of the Accounting Officer and recommend the way forward.

ACCOUNTING OFFICERS' COMMENT

It was noted that the Accounting Officer reviewed the Evaluation Committee recommendation of award and was of the opinion that there was not enough written down evidence to conclude that Seasec Security failed to properly carryout their mandate in their previous contract with Council. There was no formal written report by Council to the Contractor expressing concern on the security breaches.

REVIEW BY THE COMMITTEE

The committee having received the comments from the Accounting Officer went on to review the evidence and noted the following;

That there were 2 reports written to Council by the Contractors' supervisor acknowledging the theft of 3 vehicle batteries and a spare wheel on two separate occasions.

Seasec Security further wrote a letter to Council highlighting security loopholes at the Council workshop after they conducted a security survey around the premises.

The committee notes that there was lack of documentation of all security breaches that occurred during the contract period which then presents a challenge to bring forward the short comings of the Contractor.

RECOMMENDATION

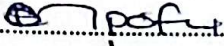

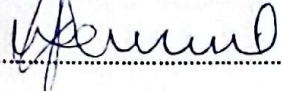

The Committee after considering the above mentioned issues is therefore withdrawing the award made on the 20th of January 2025 meeting to Real Star Security. The committee recommends that Seasec Security be awarded the tender for the provision of security services at the Council workshop at a total cost of USD10,143.00 on the basis of being the lowest responsive bid.


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CHAIRPERSON'S SIGNATURE

27/01/25
.....
DATE

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EVALUATION COMMITTEE SIGNATURES

S Mpofu  Date 27/01/25
S Ncube  Date 27/01/25
M Nkomo  Date 27.01.2025
B Moyo  Date 27/01/2025

CHAIRPERSON'S COMMENT:

The minutes are a true reflection of what transpired in the meeting.

HEAD OF PMU'S COMMENTS:

The process was conducted in line with the objectives of the PPDA Act.

SIGNATURE  DATE 27.01.2025

ACCOUNTING OFFICER'S COMMENTS:

The procurement of services is approved as per the the recommendations made by the Evaluation Committee

SIGNATURE  DATE 27/1/2025


CHAIRPERSON'S SIGNATURE

27/01/25
DATE

REPORT OF THE EVALUATION COMMITTEE MEETING HELD ON THE 20TH OF JANUARY 2024 FOR THE ADJUDICATION OF THE TENDER GRDC/NCS/01/24 (PROVISION OF SECURITY SERVICES)

IN ATTENDANCE;

NAME	DESIGNATION
S Ncube	Treasurer (Chairing)
M Nkomo	Procurement Officer
B Moyo	A/Engineer
S Mpfu	E.O Social Services

The committee appointed S Ncube to chair the meeting. The chair welcomed all members and informed them of the purpose of the meeting.

TERMS OF REFERENCE

The Evaluation Committee was assigned to evaluate and recommend the award for the tender GRDC/NCS/01/24 (Provision of security services).

TENDER GRDC/NCS/01/24 (PROVISION OF SECURITY SERVICES)

A total of seventeen (17) bidders submitted their bids on the eGP system as follows;

1. Treetop Security
2. Oswell Security
3. Newmon Security
4. Rogel Security
5. Birdcock Investments
6. Cliff Security.
7. On-Point Security
8. Vonlet Security
9. Nokel Security
10. Seasec Investments
11. Alvanos Enterprises
12. Sapphire Security
13. Real Star Security


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CHAIRPERSON'S SIGNATURE

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14. Black Eagle Surveillance
15. Crosec Enterprises
16. Tatita Risk & Security Services
17. Hisworth t/a Total Security

STAGE 1: PRELIMINARY EVALUATION

The relevant documentation as required in part 1 (bidding procedures) of the bidding document were scrutinized and the following observations were made;

- Treetop Security did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards.
- Newmon Security did not attach a complete bidding document with proof of membership with a reputable security companies association.
- Rogel Security attached a tax clearance where a NSSA certificate was required.
- Birdcock Investments did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards.
- Cliff Security attached an invalid NSSA certificate and did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards.
- On-Point Security did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards and proof of membership with a reputable security companies association.
- Vonlet Security did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards and proof of membership with a reputable security companies association. The bidder also attached one reference letter.
- Alvanos Enterprises did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards.
- Black Eagle Surveillance did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards.
- Crosec Enterprises did not attach the required minimum of three (3) reference letters.


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- Tatita Risk & Security did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards and proof of membership with a reputable security companies association.
- Hisworth t/a Total Security attached only one reference letter, did not attach bid securing declaration form and did not indicate the validity of their bid. The bidder also did not attach a complete bidding document with proof of registration with the National Employment Council (NEC) for Security Guards and proof of membership with a reputable security companies association.

All the above bids were rejected as they were not administratively compliant and therefore were not considered for the next stage of evaluation process.

STAGE 2: TECHNICAL EVALUATION

The technical compliant sheet as shown in the extract from the eGP System below was used to ascertain if bidders complied with required specifications or if they offered acceptable alternative specifications.

Tender Id	14300	
Organization Name		
Address		
Email		
ITEM NUMBER	DESCRIPTION	SUPPLIER'S RESPONSE
1	Uniformed 24hr security guard.	
2	Time of performance: 24hrs i.e 6am -6pm (day shift) & 6pm-6am (night shift)	
3	Duration: 1 year (1 February 2025 to 31 January 2026)	
4	Basic equipment: Hand cuffs, button stick, pepper spray/stun gun, communication radio	
5	Capacity for rapid response	
6	Mobile supervisor	

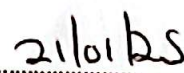
The following observations were noted;

- Nokel Security did not respond correctly on item number four and five.
- Sapphire Security did not respond correctly on item number four and five.

The above listed bids were therefore rejected because they did not meet all the technical specifications as required in the technical compliance template and were therefore not considered for the next stage.



 CHAIRPERSON'S SIGNATURE



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STAGE 3: FINANCIAL EVALUATION

Only three bidders i.e. Oswel Security, Seasec Security and Real Star Security were considered for the financial evaluation. The bids were checked to ascertain that all the line items were quoted for and that they had no arithmetic errors.

Comparative Schedule

Bidder	Total Bid Price (USD)	Ranking
Seasec Security	10,143.00	1
Real Star Security	10,764.00	2
Oswel Security	11,040.00	3

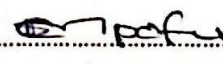

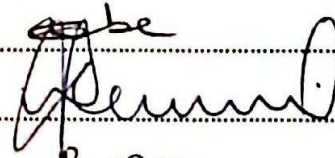
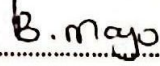
DUE DILLIGENCE

Having noted that the first ranked bidder had previously been engaged by Council to provide similar services, the committee requested information to ascertain how their contract ended. After going through the relevant documentation and reports, the committee noted that there were several thefts and security breaches at the Council workshop. Seasec Security was therefore rejected due to failure to adequately perform their mandate in the previous contract.

RECOMMENDATION OF AWARD

The Evaluation Committee recommends that Real Star Security Pvt Ltd be awarded the tender for the provision of security services at the Council workshop at a total cost of USD 10,764.00. The committee further recommends that Oswel Security be awarded the tender in the event that Real Star Security fails to take up or fulfill the contract.

EVALUATION COMMITTEE SIGNATURES

S Mpofu  Date 21/01/25
 S Ncube  Date 21/01/25
 M Nkomo  Date 21.01.2025
 B Moyo  Date 21/01/25

CHAIRPERSON'S COMMENT:

The minutes are a true reflection of what transpired in the meeting


 CHAIRPERSON'S SIGNATURE

21/01/25
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HEAD OF PMU'S COMMENTS:

The procurement process was conducted in line with the provisions of the PPPAA Act

SIGNATURE *[Signature]* DATE 21.01.2025

ACCOUNTING OFFICER'S COMMENTS:

Provide evidence from Awarded ROL as stated in the paragraph on due diligence.

SIGNATURE *[Signature]* DATE 27/1/2025

[Signature]
CHAIRPERSON'S SIGNATURE

21/01/25
DATE