BRIEFING SESSION MINUTES

BRIEFING SESSION: 10 OCTOBER 2025 (Compulsory**)**

VENUE: AUDITORIUM (GROUNDFLOOR) 124 MAIN STREET MARSHALLTOWN JOHANNESBURG 2001

BID NUMBER: GGDA/03/2025/2026/ AIDC SECURITY

CLOSING DATE: 17 OCTOBER 2025, Closing Time: 11:00

DESCRIPTION: THE APPOINTMENT OF PHYSICAL & ARMED GUARD SECURITY SERVICES FOR 4 SITES OF THE AIDC FOR 36 MONTHS

GGDA REPRESENTATIVES

Lorraine Nuku (LN) - GGDA Senior Manager SCM
Deborah Zwane (DZ) - GGDA Procurement /SCM Manager
Sechaba Manyama (SM) - GGDA Procurement /SCM Manager
Bongani Mdletshe (BM) – User-Department AIDC

Service Providers as represented, as per attendance register.

		ACTION
1.	**Welcome**	
1.1 1.2	The Chairperson welcomed all present. The attendance register was signed.	**LN**
2.	**Purpose**	

GAUTENG GROWTH AND DEVELOPMENT AGENCY

BRIEFING SESSION MINUTES

2.1	**Purpose of the Tender Briefing Session** To clarify the requirements of the tender as stipulated in the bid document, and to answer any queries that the potential service provider might have on the bid document **Bid Number:** GGDA/03/2025/2026/ AIDC SECURITY **Closing Date:** 17 OCTOBER 2025, Closing Time: 11:00 **Description:** THE APPOINTMENT OF PHYSICAL & ARMED GUARD SECURITY SERVICES FOR 4 SITES OF THE AIDC FOR 36 MONTHS **Bid Validity Period:** 120 Days **BID SUBMISSION REQUIREMENTS:** 2 Envelopes. Submissions Must Be Submitted in One Original Hardcopy And 1 X USB Copies Technical (1 Original Hardcopy & 1 X USB Copy) Financial (1 Original Hardcopy & 1 X USB Copy) **NB:** Please Note It's a Requirement to Submit Documents as Requested) Bid Documents Must Be Deposited in the Bid Box Situated At: **GGDA Offices at 124 Main Street, Johannesburg**	**LN**
3.	**Presentation**	
3.1	The following areas were addressed during the briefing session: - ➢ The overview and administrative issues regarding the submission was presented to all present. • Confirmation was made that all the suppliers are at the right briefing session. • All administrative requirements and areas bidders need to complete, and sign were highlighted to all, failure to do so may result in your bid being disqualified • All certified documents must be within the current six (6) months. Copies of previously certified documents will not be accepted. • Closing dates was highlighted as Friday,17 October 2025 at 11h00. • Submission requirements were highlighted that is 2 envelops system, Technical and price to be submitted in separate envelops. • Scope of work and Evaluation Criteria and stages of the evaluations were highlighted. • Request for information 14th October 2025.	**SM**
3.2	**SITE PROFILE**	**BM**

SITE NO	AREA/SITE	RISK	RISK LEVEL	WHO / WHAT WILL BE AFFECTED

	1	AUTOMOTIVE SUPPLIER PARK (ASP) 30 HELIUM ROAD	Theft, damage to property, burglary, and labour unrest.	HIGH	Tenants' equipment/assets, property, tenants 'employees, visitors, contractors, AIDC, AIDC equipment/assets, property, employees, visitors, and contractors	
	2	CABLELINE PATROL, ADJACENT TO THE ASP	Cable theft, no electricity supply	HIGH	Tenants include Original Equipment Manufacturers (OEMs) such as BMW, Nissan, Ford, and Toyota, as well as other international tenants' customers.	
	3	AUTOMOTIVE SUPPLIER PARK (ASP) (VACANT LAND) 30 HELIUM ROAD	Land invasion, Cable & Infrastructure Theft, Illegal Dumping, Public Protests	HIGH	Infrastructure, Property, and Personnel Safety.	
	4	GAUTENG AUTOMOTIVE LEARNING CENTRE (GALC)	Theft, damage to property, burglary.	MEDIUM	AIDC equipment, assets, property, facility, clients/personnel, learners/trainees.	
	5	WINTERVELDENTERPRISE HUB, MOLEFI MAKINTA & BUSHVELD ROAD, WINTERVELDT	Theft, damage to property, burglary, and Public Protests	HIGH	AIDC equipment, assets, property, facility, and clients/SMMEs	

3.3 **SITES STAFF COMPOSITION**

AIDC AUTOMOTIVE SUPPLIER PARK (SITE 1)

Personnel requirements in terms of security services, guards to be provided with combat and corporate uniform.

Resource PSIRA Grade	Resource requirements	QTY
Armed Grade A	Day shift (Monday to Friday)	1
Armed Grade B	Day and night shift (Monday to Sunday)	2
Armed Grade C	Day and night shift (Monday to Sunday)	4
Unarmed Grade C	Day and night shift (Monday to Sunday)	36
	Total Personnel	**43**

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AIDC GAUTENG AUTOMOTIVE LEARNING CENTRE (SITE 2)

Personnel requirements in terms of security services, guards to be provided with combat and uniform.

Resource PSIRA Grade	Resource requirements	QTY
Unarmed Grade B	Day and Night shift (Monday to Sunday)	2
Unarmed Grade C	Day and Night shift (Monday to Sunday)	9
	Total Personnel	**11**

POWER CABLE LINE – AS AND WHEN (SITE 3)

Personnel requirements in terms of security services

Resource PSIRA Grade	Resource requirements	QTY
Armed Grade C	Day and Night shift (Monday to Sunday)	6
	Total Personnel	**6**

WINTERVELD ENTERPRISE HUB (SITE 4)

Personnel requirements in terms of security services, Personnel requirements in terms of security services, guards to be provided with combat and uniform.

Resource PSIRA Grade	Resource requirements	QTY
Unarmed Grade B	Day shift (Monday to Sunday)	1
Unarmed Grade C	Day and Night shift (Monday to Sunday)	8
	Total Personnel	**9**

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The total Human Capacity required for the project is all inclusive is **69 personnel**

3.4

SCOPE OF WORKS

#	Focus Area	Key Deliverables / Activities
1	**Perimeter Security**	Maintain fencing integrity; manage gates & barriers; monitor intrusion detection (motion, IR, beams).
2	**Access Control Systems**	Manage ID cards (RFID/biometric), vehicle & turnstile access, visitor registration & temporary passes.
3	**CCTV & Surveillance**	24/7 monitoring via control room; apply video analytics (motion, facial & license plate recognition).
4	**Patrols & Physical Security**	Conduct mobile & foot patrols; deploy K-9 units; implement digital patrol monitoring (e.g., drones).
5	**Alarm & Emergency Systems**	Maintain alarms, panic buttons, and fire suppression monitoring for critical infrastructure.
6	**Warehouse &**	Control goods movement, truck access, and seal management; integrate inventory access

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		Logistics	tracking.	
	7	**Parking & Vehicle Security**	Random inspections, lighting & CCTV in parking areas; manage license plate recognition systems.	**BM**
	8	**Incident Management**	Operate centralized incident reporting; perform post-incident reviews & security audits.	
	9	**Coordination & Compliance**	Liaise with SAPS & emergency services; comply with PSIRA, OHS, Labour, and Security Acts.	
	10	**Investigations & Evidence**	Secure crime scenes, collect evidence, report accurately for hearings or court proceedings.	
	11	**Contingency & Emergencies**	Maintain backup response plans, evacuation readiness, and disaster management support.	
	12	**Staffing & Training**	PSIRA-registered, firearm-competent staff with valid First Aid & Firefighting certification; 24/7 coverage.	
	13	**Risk & Reporting**	Bi-annual risk assessments with mitigation recommendations; monthly reports & reviews.	
	14	**Labour & Tools**	Pay per PSIRA Sectoral Determination; provide full tools of trade (vehicles, radios, uniforms, etc.).	

NB: SPECIAL CONDITIONS

- The Guarding service will run on a 2-shift basis Monday to Sunday.
- The service provider to make provision for a relief shift.
- Two trained level 1 First aid and 2 basic firefighters to be provided per shift.
- All security officers deployed by the Bidder in terms of this tender must be registered as Security Officers in terms of the Security Officers Act 92 of 1987, as amended by the Private Security Industry Regulation Act 56 of 2001.
- All security officers must be trained according to the training specifications as prescribed by the Private Security Industry Regulatory Authority ("PSIRA").

BID EVALUATION CRITERIA

3.5 **In line with the Preferential Procurement Regulation 2022 (PPR, 2022).** The evaluation of responsive Tender offers will either be the **90/10 or 80/20 preference point system** in line with the Preferential Procurement Regulations, 2022. **The lowest acceptable tender will be used to determine the applicable preference point system.** **LN/BM**

The procedure for the evaluation of responsive tenders will be as follows: -

1st Stage – Administrative Compliance (Compulsory Compliance and Other Key Returnable)

2nd Stage- Pre-qualification Criteria Mandatory

3rd Stage – Functionality/Technical Evaluation

4th Stage – Price & special goals (for bidders who met the minimum required functionality points)

BRIEFING SESSION MINUTES

	1st Stage - Administrative Compliance Admin compliance will cover all the requirements as per the bid document, which include review of all the submitted documents and required information in adherence to the tender specification. • Bidders must attend the compulsory site briefing as indicated above. Tenderers who do not attend the compulsory pre-bid meeting/site meeting will be disqualified. The attendance register must be completed and will be used as proof of the bidders' attendance. • Bidders must fully complete and sign all Standard Bidding Documents (SBD 1, SBD 3.3, SBD 4, and SBD 6.1), which form part of the tender document. • In the case of joint ventures and consortia, a detailed agreement must be attached as part of the submitted tender document, which must be signed by all parties to the agreement detailing the percentage (%) split between the parties and portion/s of work to be shared. • Bidders must fully complete and sign the General Conditions of Contract. **2nd Stage – Pre-Qualification** The following prequalification criteria apply: • Submit a Valid Letter of Good Standing (COIDA) – Department of Labour • Minimum Public Liability Insurance of R10 million (Copy to be submitted with the bid by closing date) • The security company must be registered in terms of the Private Security Industry Regulatory Act (Act 56 of 2001). As proof thereof, provide the Company with a valid Letter of Good Standing from the Private Security Industry Regulatory Authority (PSIRA). • Company director/s to submit a valid membership with the Private Security Industry Regulatory Authority (PSIRA), either Grade A or B. • Submit Confirmation of registration with the Private Security Sector Provident Fund, and the confirmation must be accompanied by the following:	**LN/BM** **LN/BM**

- Section 13A Confirmation Letter
- Letter of good standing (Employer Status Confirmation Letter,
- Contribution Schedule with a minimum of 30 employees registered by the bidder to the fund, list must reflect ID numbers (recent 3 months), August- October 2025, and
- Proof of payment to the fund (recent 3 months), August- October 2025

NB: Failure to meet the mandatory pre-qualification criteria stipulated above will be disqualified from further evaluation.
GGDA/AIDC reserves the right to verify all mandatory documentation submitted by the bidder with relevant issuing and regulatory authorities.

3rd Stage Functionality

The following Functionality points will apply during the evaluation and as such, the Bidder must please refer to it in compiling their submission:

FUNCTIONALITY & CAPABILITIES		
1. EXPERIENCE OF THE TENDERING ENTITY FOR RENDERING SECURITY SERVICES	**EVIDENCE/ SUPPORTING INFORMATION REQUIRED**	**MAXIMUM POINTS**
1.1 SECURITY COMPANY PROFILE Company's experience in the provision of physical security guarding services of buildings/facilities for an uninterrupted 36 Months or more contract period. Company profile demonstrating years of active experience specifically in security services rendered in an environment similar to the AIDC (e.g., Business Parks, Manufacturing, Production, Municipality etc). Bidders to indicate the years in which they have been rendering security services (this refers to the years in security operations and not the year of company registration). • 5 + years' experience in the provision of Security Services = **10 points** • 2 to less than 5years' experience in the provision of Security Services = **5 points** • Less than 2 years' experience in the provision of Security Services = **0 points**	• **Detailed Company Profile company's years of experience in the security industry.**	**10**
1.2 CONTACTABLE REFERENCES: ○ 5 x Reference Letters, with corresponding award letter/s or Purchase order = **10 points** ○ 4 x Reference Letters, with corresponding award letter/s or Purchase order = **8 points** ○ 3 x Reference Letters, with corresponding	• **Signed copies of reference letters with current contact details on the company letterhead confirming similar work as per tender scope.** • **Bidder to attach award letter/or Purchase order to each reference letter, which**	**10**

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		award letter/s or Purchase order = **6 points** ○ 2 x Reference Letters, with corresponding award letter/s or Purchase order = **4 points** ○ 2 x Reference Letters, with corresponding award letter/s or Purchase order = **2 points** ○ Less than 2, Reference Letters, with corresponding award letter/s or Purchase order = **0 points**	**details the amount of the contract, and the period awarded** **NB: AIDC/GGDA reserves the right to contact these references directly and without your intervention, and if your reference does not confirm the information provided, the reference letter will not be considered.**			
		2. CAPACITY	**EVIDENCE/ SUPPORTING INFORMATION REQUIRED**	**MAXIMUM POINTS**		
		2.1 ONE SITE MANAGER, ● **> 5 Years'** Experience in Security as a Site Manager/Manager Experience, and registered with PSIRA Grade A, with a three-year Diploma in Security Management/Security Studies = **10 points** ● **3 to 5 Years'** Experience in Security as a Site Manager/Manager Experience, and registered with PSIRA Grade A, with a three-year Diploma in Security Management/Security Studies = **5 points** ● **Less than 3 Years'** experience as a Site Manager/Manager Experience and registered with PSIRA Grade A, with a three-year Diploma in Security Management/Security Studies = **0 points** **NB: Only CVs that meet the abovementioned criteria will be considered for evaluation; no points will be awarded if the CV does not meet the abovementioned requirements.**	• **Provide comprehensive CVs and certified copies of qualifications/certificates of personnel to be dedicated to the AIDC contract (1 Site Manager with a Grade A PSIRA).**	**10**		
		2.3 SHIFT SUPERVISORS • **Ten** CVs of Security Personnel with PSIRA Grade B, with >5 years and above relevant experience as a Supervisor - **10 points** • **Eight** CVs of Security Personnel with PSIRA Grade B, with >5 years and above relevant experience as a Supervisor - **8 points.** • **Six** CVs of Security Personnel with PSIRA Grade B, with >5 years and above relevant experience as a Supervisor - **6 points.** • **Four** CVs of Security Personnel with PSIRA Grade B, with >5 years and above relevant experience as a Supervisor - **4 point** • **Two** CVs of Security Personnel with PSIRA Grade B, with >5 years and above relevant experience as a Supervisor - **2 point** **NB: Experience of less than 5 years will not be**	• **The Service provider must demonstrate the capacity to provide a Supervisors with 5 or more years of Work Experience as a Supervisor and registered with a PSIRA Grade B certificate.** • **Evidence to be provided: A**	**10**		

	allocated points.		**comprehens ive CV together with certified copies of a valid PSIRA certificate.**			
	2.4 SECURITY PERSONNEL AVAILABLE to service the AIDC in relation to the project (General operational capacity – Security personnel of the company) • **>25** Security Personnel employed by the company with PSIRA grade C (excluding any other staff other than the security personnel). = **10 points** • **20 to 24** Security Personnel employed by the company with PSIRA grade C (excluding any other staff other than the security personnel). = **5 points** • **15 to 19** Security Personnel employed by the company with PSIRA grade C (excluding any other staff other than the security personnel). = **3 points** • **< 15** Security Personnel employed by the company with PSIRA grade C (excluding any other staff other than the security personnel). = **0 point**		• **The bidder must submit a list of Security Personnel registered with PSIRA under the employment of the company who are readily available or can be allocated for this project.** • **The list must indicate the Security Personnel's name, ID Number, and the PSIRA registered grade.** • **The list should be retrieved from the PSIRA website and not to be tempered with.**	**10**		
	2.5 COMPANY VEHICLES The service provider must provide the necessary vehicles specifically for the AIDC Contract: • 5 x Above One-Ton Van/Bakkie or equivalent vehicles– **10 points** • 4 x Above One-Ton Van/Bakkie or equivalent vehicles – **5 points** • Les than 4 Above One-Ton Van/Bakkie or equivalent vehicles – **0 points** **NB: Only Van/Bakkies above One Ton will be considered as they are the only vehicles required on sites. One Ton Bakkie or equivalent.**		• **Bidders must submit evidence of ownership(c ertified proof of company-registered vehicles and their roadworthy certificates) available to service the AIDC as per tender scope – and/or proof of lease for Leased Vehicles the duration of the tender.**	**10**		**LN/BM**

2.6 **SECURITY PERSONNEL FIREARM COMPETENCY** • Certified Firearm Competencies/Card Certificates for **10 or more** Security personnel = **10 points.** • Certified Firearm Competencies/Card Certificates for **less than 10**, Security personnel = **5 points.** • No Certified Firearm Competency/Card Certificates for personnel **= 0 points**	• **Provide SAPS Certified copies of valid Firearm Competencies for Security personnel** • **The competencies must be for the employed personnel**	**10**
3. OPERATIONAL PLAN AND WORK PROGRAMME	**EVIDENCE/ SUPPORTING INFORMATION REQUIRED**	**MAXIMUM POINTS**
3 PLAN AND WORK PROGRAMME - Guarding and deployment of guards **(1 point)** - Registering and controlling visitors (All Site Access control Management) **(1 point)** - Security provision for event Management **(1 point)** All Site surveillance through CCTV in Control rooms (**1 point)** - Building access control and X-Ray Scanning of persons moving on Site. (**1 point)** - Patrolling and Clocking of Security around the Facilities **(1 point)** - Emergency & Offside Armed response team **(1 point)** - Provision of Infrastructure monitoring & protection (Electricity, Cable Theft) **(1 point)** - Provision of protecting vacant land and prevention of illegal dumping & theft **(1 point)** - Security response on Threats and High-risk Incidents **(1 point)** **NB: Operational Plan to include the following points above**	• **Detailed proposal on how the bidder proposes to execute the contract as per the scope of work, bearing in mind the Four Sites of AIDC. A detailed operational plan on how the sites would be managed and controlled during the rendering of security services. The plan must clearly describe the all elements required.**	**10**
4. BANK RATING & LOCALITY	**EVIDENCE/ SUPPORTING INFORMATION REQUIRED**	**MAXIMUM POINTS**

4.1 BANK RATING LETTER **Bank rating letter physically stamped within 3 Months of the closing date of this tender and signed by the Banking institution Representative.** • Bank Code A = **(10.0 points)** • Bank Code B = **(7.0 points)** • Bank Code C = **(4.0 points)** • No Bank Code or Bank Code below a C = **(0 points)**	• **Bidder must attach a Physical stamped Bank Rating Letter.** • **Bank rating letter stamped within 3 Months of the closing date of this tender.** • **NB: No E-Stamped Bank Rating letters will be accepted** • **GGDA/AIDC reserves the right to validate the bank letter and report any misrepresentation to the Bank and Treasury**	**10**
4.2 Operating Location • Within City of Tshwane**= 10 points** • Within Gauteng Province **= 5 points** • Other Provinces **= 3**	• **Bidder must submit verifiable documentation establishing the legal and physical address of business/operation (recent utility bill on official business registration) or** • **Lease agreement and current rental statement of not more than 3 months in arrears from the landlord and proof of payment.**	**10**
Total score		**100**

NB: The minimum threshold for the functionality evaluation is 70 Points. The Tenderers that do not meet this minimum threshold will not proceed to the next stage of evaluation of the tender.

4th Stage – Price and special goals

All bidders who achieved the minimum total point scored on functionality of 70 points and above will be evaluated on Price & Preferential Procurement Special Goals.

The GGDA will apply the 80/20 or 90/10 Preference Point System in accordance with Regulation 4 of the Preferential Procurement Regulations, 2022 (as published in the Government Gazette No. 47452 on 04 November 2022), effective from 16 January 2023. The points will be allocated as follows:

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PREFERENCE POINT SYSTEM	POINTS	POINTS
Price	80	90
Specific Goals (refer to SBD 6.1)	20	10
Total points for Price and Preference Points	100	100

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THE PREFERENCE POINT SYSTEM AND PREFERENTIAL PROCUREMENT GOALS REQUIREMENTS AS PER THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 (ACT NO.5 OF 2000), INCLUDING PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

VALIDITY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATES

Tenderers are required to submit proof of their B-BBEE Status Level of Contributor to substantiate their B-BBEE rating claims. **Failure to comply with the following requirements will result in the bidder forfeiting B-BBEE preference points:**

1. An Exempted Micro Enterprise (EME) is required to submit a valid CIPC certificate or sworn-affidavit confirming their annual total revenue of R10 million or less and level of black ownership.
2. A Qualifying Small Enterprise (QSE), which is at least 51% black owned, is required to submit a valid sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership.
3. A Qualifying Small Enterprise (QSE) which is less than 51% black owned is required to submit a valid B-BBEE Status Level Verification Certificate including a valid sworn-affidavit declaring their annual total revenue of between R10 million and R50 million, based on the Financial Statements/Management Accounts and other information available on the latest financial year-end.
4. Bidders who do not qualify as EMEs and QSEs as outlined above must submit valid BBBEE Status Level Verification Certificates.
5. Public entities and tertiary institutions must submit valid BBBEE Status Level Verification certificates.
6. A trust, consortium, or joint venture must submit a valid consolidated B-BBEE status level verification certificate for every separate bid.

Please note:

- B-BBEE Status Level Verification Certificates must be issued by an Agency accredited by SANAS and must be valid
- Sworn Affidavits for (EME's and QSE's) as outlined in 1 and 2 above must be submitted by bidders in support of their B-BBEE level should comply with the Department of Trade, Industry and Competition (DTIC) format or Companies and Intellectual Property Commission

	(CIPC) format which can be found on the respective DTIC and/or CIPC websites. ➢ Sworn Affidavits must comply with the requirements outlined in the Justices of the Peace and Commissioners of Oaths Act, No 16 of 1963 and its Regulations promulgated in Government Notice GNR 1258 of 21 July 1972 Justices of the Peace and Commissioners of Oaths Act, No. 16 of 1963 **VALIDITY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATES** ➢ Verification agencies accredited by SANAS • These certificates are identifiable by a SANAS logo and a unique BVA number. • Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing Verification Agency to the list of all SANAS accredited agencies. The list is accessible on http://www.sanas.co.za/directory/bbee default. • The relevant BVA may be contacted to confirm whether such a certificate is valid.	**LN/BM**
4.	**QUESTIONS AND ANSWERS DURING BRIEFING**	

BRIEFING SESSION MINUTES

QUESTIONS	ANSWERS
2nd Stage – Pre-Qualification ➢ ("Submit Confirmation of registration with the Private Security Sector Provident Fund, and the confirmation must be accompanied by the following: -Section 13A Confirmation Letter -Letter of good standing (Employer) Bidders sought clarification whether the two requested documents are one and the same thing?	Yes, it was confirmed that the Section 13A Confirmation letter and letter of good standing (Employer) are the same an example of the letter was also presented to show bidders.
➢ Contribution Schedule with a minimum of 30 employees registered by the bidder. Bidders asked if the as a company, they do not have 30 employees registered Private Security Sector Provident fund, are they allowed to JV with other companies to make up the 30 employees. Would the bid be acceptable?	The bid would be acceptable if all employees are registered with the Private Security Provident Fund, and both companies are compliant with all requirements requested on the Pre-Qualification.
➢ - Contribution Schedule with a minimum of 30 employees registered by the bidder to the registered Private Security Sector Provident fund, list must reflect ID numbers (recent 3 months), August- October 2025. Bidders sought clarity on the recent 3 months to be submitted. Does it mean the month of July can be acceptable?	No, the tender document strictly stipulates the submission of the Contribution Schedules for the period of August to October (the most recent three months) to demonstrate the required capacity. This specific requirement, as outlined in the approved Terms of Reference (TORs), is a critical criterion used to: 1. Establish Capacity: Verify that the bidder currently employs and manages the necessary number of security personnel required to successfully execute the scope of this tender. 2. Ensure Recency: Utilize the most current three-month period (August-October) for an accurate assessment of the bidder's operational capacity leading up to the bid submission. As this criterion only requires the submission of schedules showing the number of registered employees and does not involve any associated payment, the specified documentation should already be readily available to all bidders for prompt submission.

➢ Proof of payment to the registered Private Security Sector Provident fund (recent 3 months), August- October 2025. Bidders sought clarity on whether they can submit proof of reflecting the month of September if payment was made earlier, before the beginning of October, due to the due date given to pay by the 7th of each month.	Yes, if the payment made was for October and reflected as such on the submission, it will be accepted.
PRISA Registration ➢ Bidders sought clarity on the expiry of the PRISA registration after or before the bid closes (27 October 2025). Can it be acceptable?	Yes, the PRISA registration and membership should be valid on the date and time of the submission
Budget for this Tender ➢ Because this tender was advertised for the second time, what is the amount budgeted for this tender?	As this is a competitive bidding process one cannot disclose the budget, bidders should pay attention to PAGE 21 "**In line with the Preferential Procurement Regulation 2022 (PPR, 2022).** The evaluation of responsive Tender offers will either be the **90/10 or 80/20 preference point system** in line with the Preferential Procurement Regulations, 2022. **The lowest acceptable tender will be used to determine the applicable preference point system"** and also, SBD6.1 on special goals
Bank Letters ➢ Bank rating letters should they have AFS attached when submitting	**4.2** The criteria does not indicate any AFS; bidders should pay attention to Functionality No.4 "**BANK RATING LETTER** **Bank rating letter physically stamped within 3 Months of the closing date of this tender and signed by the Banking institution Representative."**
Company Vehicles ➢ Bidders sought clarity if the have new vehicles that does not qualify for a roadworthy certificate would the bid be accepted only with proof ownership by the company,	Yes, but the bidders should submit proof of such (RCI document) 'Bidders must submit evidence ownership certified proof of company-registered vehicles and their roadworthy certificates) available to service the AIDC as per tender scope – and/or proof of lease for Leased Vehicles the duration of the tender'

BRIEFING SESSION MINUTES

5	**Closing Notes** All further queries/ questions can be sent to the email as stated in the tender document – tenders@ggda.co.za Please note that the last date for request for information pertaining to this tender will be on the **14 OCTOBER 2025**	**LN**
6	**Closure of meeting** There being no further business, the Chairperson declared the meeting closed. The meeting was officially closed at 13h00. **Chairperson** — **Date** 15/10/2025 **Project Manager** — **Date** 15/10/2025	**LN**