



PINELANDS COMMUNITY IMPROVEMENT DISTRICT

(Pinelands CID)

Request for Quote (RFQ)

**For the purchase, installation, and maintenance
of public safety cameras: “Phase 1”**

March 2024

Acronym	Full Description
CID	Community Improvement District
PLCID	Pinelands Community Improvement District or 'Pinelands CID'
NPC	Non-Profit Company, management body of the CID
Board	Pinelands CID NPC Board of Directors
Business Plan	Business Plan of Pinelands CID (Period: July 2023 - July 2028)
SRA	Special Rating Area
MAR	Maintenance and Repair
RFQ	Request for Quote
SP	(Security) Service Provider, submitting a proposal
Council	City of Cape Town Council (CCT)

Important Dates*	
RFP published (newspaper and website)	25 March 2024 at 09h00
Closing date for submission of questions	18 April 2024 at 17h00
Closing date for submission of proposals	25 April 2024 at 17h00
Proposal evaluation completed	Within 30 Days of proposal submission closing
Final clarifications and negotiations	Within 30 Days of proposal submission closing
Contract awarded (SLA signed)	27 May 2024 at 17H00
Contract commencement date	Within 30 Days of Contract being awarded

Introduction and overview

In 2022, residents in Pinelands, Cape Town took the initiative to seek sustainable solutions to Public Safety and other concerns in the area via the establishment of a Community Improvement District (CID). The City of Cape Town Council approved the resulting application of the Pinelands CID (PLCID) on 26th May 2023.

This document serves as a formal invitation to submit a proposal for:

1. The provision, installation of the first phase (Phase 1) of a CCTV camera network within the Pinelands CID area which will be monitored and supported by our already-selected service provider (Module 1).
2. Optionally maintenance and repair (MAR) of all cameras - first phase (Phase 1) and existing of the CID's CCTV camera network (Module 2).
3. Optionally, supply of HikCentral licences

Camera monitoring and response services will be procured separately, and this RFP relates solely to the provision, installation and maintenance and repair of the camera network ready to be monitored.

The board of the Pinelands CID may also, at its sole discretion, chose to appoint the selected vendor as the preferred supplier for similar camera provision, installation and MAR services for a period not exceeding 12 months.

Geographic Boundaries of the Pinelands CID

Pinelands CID is created by the following boundaries:

- Northern Boundary: Up to and including ERF 3078 (Old Mutual Head Office)
- East Boundary: Along the Western Boundary of Jan Smuts Drive until it intersects with the Railway Reserve
- South Boundary: Along the North Boundary of the Railway Reserve and the Golf Course

- Western Boundary: Along the Eastern side of the Railway Reserve, skirts the Pinelands Business Park up to Avonduur Road. Along Sunrise Road ERF 1 10934, Wattle Grove Road and properties both side of Ambleside.

Diagram

The Pinelands CID is comprised of the area enclosed by the red line on the map below:



pinelands cid - boundary map (2018) v2a.docx

Scope of Work (SOW)

The purpose of this RFP is to solicit proposals from qualified firms for:

1. **MODULE 1:** The provision, installation of the first phase (Phase 1) of a CCTV camera network within the Pinelands CID area which will be monitored by the PLCID Control Room. Bidding for the module is mandatory for all bidders.
2. **MODULE 2 (optional):** Maintenance and repair (MAR) of all cameras - first phase (Phase 1) and existing of the CID's CCTV camera network (Module 2). Bidding on this module is optional.
3. **MODULE 3 (optional):** Supply of HikCentral licences for all human-monitoring and ANPR cameras.

The Pinelands CID may at its sole option chose to award ONLY Module 1 and publish a further RFQ for the contents of module 2 or module 3 at a later date.

The board of the Pinelands CID may also, at its sole discretion, chose to appoint the selected vendor as the preferred supplier for similar camera provision, installation and MAR services for a period not exceeding 12 months.

Module 1: New camera installation

New camera installations and existing camera installations are detailed in appendix A.

The Appendix A will be shared with bidders who have indicated an interest in bidding after the signing of an NDA.

Basic Summary (estimated essential requirements)

1. 9 x Hikvision 7 line 8-32mm varifocal ANPR cameras
2. 14 x 6mm Acusense Hybrid view Bullet
3. 1 x 2,8mm Acusense Hybrid view Turret
4. 3 x 3mm Heatpro
5. 12 x 10mm Heatpro

10 x existing LPR Cameras also needs to be removed and handed back over to the CID during the installation of the new, upgraded LPR cameras.

Additional cameras are to be suggested by the Service Provider to ensure adequate protection of the camera infrastructure.

IMPORTANT GENERAL REQUIREMENTS

Existing infrastructure

Proposals should assume that the use of the following existing infrastructure – no quotation is required:

1. Existing HikCentral based monitoring infrastructure.
2. Existing central NVR infrastructure

Uninterruptible Power Supply (UPS)

- For the purposes of this RFP, potential vendors should assume that all Electrical power will be obtained from nearby homeowners.
- All points must incorporate a battery back-up solution to ensure cameras remain online even during extreme levels of load-shedding.
- Different battery backup solutions may be proposed for different points to take into account the draw of the individual cameras.
- Given load variance by point, the following requirements must be taken into account when proposing solutions.
 - Each site's battery must be sized have a minimum run time of 240 minutes with no greater than 70% battery drawdown (i.e., 30% remaining capacity).

- Batteries MUST be lithium. No gel, lead acid or calcium type batteries are to be used.
- Battery chargers must be lithium specific, or batteries with integrated battery management systems suitable for non-lithium chargers specified.
- Equipment cabinets housing backup power components must be actively monitored for vandalism/theft by means of tamper switches (or similar) wired to the alarm inputs on the cameras nearest the point to enable an early warning alert for the box being opened.
- A means for grid input monitoring must be allowed for so that when the grid power into the system drops off unexpectedly (eg, a tripped circuit breaker or a prepaid meter that has run out) the monitoring centre receives an alert. Suggest using a contactor with a 230v coil wired to an alarm input on the nearest camera.
- It is preferable that the backup power system be modular to allow for easier maintenance.
- Direct DC power systems backup systems are preferred to 220V UPS systems.
- The system should be designed in such a way that the backup system can be easily bypassed in the event of a fault/failure to enable the site to run whilst repairs are carried out.

Connectivity

- In designing the networking infrastructure, network security is considered to be of paramount importance.
- All cameras will be monitored thus provision must be made at each point for communication of the feed to the off-site control room of the appointed monitoring provider.
- For the purposes of this RFP, potential vendors should assume that all power and connectivity (in the form of a wired connection to the homeowner's router) will

be obtained from nearby homeowners. Where this may be found to not be possible at time of rollout, other solutions, e.g., RF links, CID fibre connections or 4G connections will be used, with the approval of the CID manager.

Incremental costs in these cases may be invoiced on a markup plus labour basis.

- Preference will be given to proposals that allow for connection to homeowner internet without changes to the configuration of the homeowner's network. This includes the separation of the camera system from the homeowner's network, utilising a VPN Setup to provide connection to the CID control room.
- Networking equipment, including routers, must be capable of remote updates.

Comprehensive Coverage

- All camera "blind spots" should be sufficiently set back from the starting property's boundary to optimize the view.
- At locations where the pole cannot be sufficiently set back to be secure from tampering, provision must be made for an additional overview camera.
- All proposals will be scrutinised for potential blind spots. SPs should highlight in their proposals any locations which are deemed to require additions or amendments in order to ensure comprehensive coverage.

Mounting & Enclosures

- Proposals, including technical diagrams, for cabinets/enclosures hardened against vandalism are required.
- No cabinet can be entirely vandal-proof, but the proposed cabinets should be very difficult to force open.

Initial acceptance and testing

- Handover of the system as complete is subject to (a) sign-off by the CID manager that all cameras are working and satisfactorily configured to allow monitoring at the CID control room, (b) alerts are properly configured and being received by the CID control room, and (c) provision to the CID of all technical documentation, including network configuration files, camera alert configurations, etc.
- The SP will provide 30 days of support at no further cost for any required updates to camera configurations and networking configuration based on initial operating experience.

ADDITIONAL REQUIREMENTS

The following general conditions must be adhered to in the proposal and subsequent installation:

- Where conduit is used in areas easily accessible to the public, steel bosal conduit must be used to guard against vandalism.
- Where conduit is to be buried below ground, trenches should be at least 350mm below the surface and must be marked using appropriate warning tape before recovering with soil.
- Where new mounting poles are to be installed, they must be minimum 100x100mm 2mm thick mild steel, hot dip galvanized, and powder coated when requested.
- All cameras are to be installed with at least a 64gb Class 10 Micro SD card for on board storage.
- Network Cable used for POE connections must be solid copper. Copper over aluminium is not allowed for POE purposes.

- Wireless equipment must use UV treated outdoor rated cable. No splices or barrel connections may be used.
- All cameras mounting to brick/wall surfaces must use the manufacturer supplied intake boxes. No third party or plastic/composite alternatives are to be used.
- Equipment boxes/kiosks are to be at least ALLbro RL6. Larger sizes may be used where necessary.
- Camera ethernet cable runs should not exceed 150m.
- Should a City of Cape Town street light pole be used for mounting equipment, equipment must be affixed using metal tension straps. No drilling is permitted. All conduit on CCT infrastructure must be in steel bosal conduit. During installation, free standing a-frame ladders must be used, or a mobile hydraulic lift.

Module 1 pricing model

The pricing model for module 1 must conform to the following:

1. Outright purchase of all cameras, networking equipment, etc. by the CID.
2. Pricing for each camera installation, including equipment cost and labor costs must be itemized.
3. Cost of labor and markups on equipment purchased for any additional work required – e.g., if a connection to the homeowner’s internet is not possible.
4. Alternate pricing structures, e.g., leasing, or rental agreements, all-in rental plus maintenance and repair, etc., may be proposed, but only in addition to the outright purchase option in (1).

Module 2: Maintenance and repair (MAR) of all cameras

Module 2 includes:

1. Periodic maintenance of all cameras, including lens cleaning, general site inspection, updates to firmware, etc.
2. Continuous monitoring of the communications network for both connectivity and security.

3. Timely installation of security updates to all networking equipment.
4. Availability for callouts for repairs to the camera and networking equipment, and updates to camera configuration, including field of view and alerts.

Module 2 pricing model

The pricing model for module 1 must consist of the following:

1. Cost of periodic maintenance per camera or camera cluster.
2. Call out fees (if any) for repairs.
3. Labor costs (by personnel level, e.g., technician vs laborer if necessary).
4. Mark-up on cost of purchased items.

This module is optional and may not be awarded.

Module 3: Supply of HikCentral licences for all human-monitoring cameras

Module 2 includes:

1. Supply of HikCentral licences for all human-monitoring cameras.
2. Supply of HikCentral licences for all ANPR functioning cameras.

This module is optional and may not be awarded.

Proposal requirements

The proposal must include the following:

- A brief description of the SP's business (corporate profile) and value proposition
- The exact nature of the service that will be provided based on the information contained in this RFP and the SP's own risk assessment or due diligence.
- A technical description of the proposed battery backup configuration
- A technical description of the proposed network configuration, with emphasis of security features. This configuration should integrate with the CID's existing VPN based network configuration.

- A technical description of the connection to homeowner internet, with emphasis on how changes to the homeowner's network configuration will be minimised and robustness against changes to the homeowner's network.
- Specified quantifiable deliverables including warranties.
- Information about insurances (of all sorts) the SP carries.
- Indemnities that would apply to the CID.
- Payment terms and conditions; including annual fee escalation policy.
- A conceptual framework that provides a visual overview of how the solution would incorporate continuous improvement and upgrading of technology and strategies to keep ahead of changing crime trends, during the next five years; within the context of the existing PLCID budget.
- All existing cameras are to be removed and returned to the Pinelands CID as part of the installation process for the new LPR cameras. The costs involved in the removal of the old cameras and handover to the Pinelands CID are to be reflected in the proposal and represent no additional, future cost.

Please note: Existing camera locations may also have one or more additional cameras separate to the LPR cameras. These are also to be removed, included within the proposal costing, where new cameras have been included.

Important Note

- The proposal should principally be based on the assumption PLCID intends to purchase the required assets. This submission is mandatory.
- Alternative financing solutions, in addition to the mandatory, may also be proposed, eg rental of equipment, "rent to own" etc.

Terms and Conditions

The following Terms and Conditions will apply:

- Please confirm interest in submitting a proposal via email to bids@pinelandscid.co.za
- All proposals will be considered binding offers. Prices proposed must be valid from date of submission through to 30 June 2024.
- The Board reserves the right to accept or reject any proposal, or to cancel the solicitation process at any time, and shall have no liability to SPs for such rejection or cancellation.
- The Board reserves the right to accept all, or part of a proposal when an award is made.
- All information provided by the CID in this RFP is offered in good faith. Individual items are subject to change at any time, and all SPs will be provided with notification of any changes.
- The CID is not responsible or liable for any use of the information submitted by SPs, or for any claims asserted therefrom.
- The CID reserves the right to require any SP to enter into a non-disclosure agreement (NDA). NDA should be a precursor to being allowed to peruse the RFQ.
- The SPs are solely obligated to pay for any costs, of any kind whatsoever, which may be incurred by a SP, or any third parties, in connection with the RFP-process.
- The Board will have no obligation to provide reasons for its decisions.

Solicitation Process

SPs may raise questions relating to the RFP on or before the questions closing date on the cover page. Questions must be submitted via e-mail to bids@pinelandscid.co.za

Answers to questions will be provided timeously. Questions and answers will be made available to SPs who confirmed interest in submitting a proposal.

Following the submission of proposals, the Board shall invite shortlisted SPs for proposal clarification sessions during the dates provided on the cover page. The intention is to award the contract by no later than 27 May 2024 at 17H00.

Selection Criteria

The Board evaluation team will consider the following criteria:

- Proposal quality and completeness.
- Cost-effectiveness based on anticipated lifecycle costs.
- Demonstrated understanding of the project's goals and challenges.
- Compliance with relevant regulations.
- The SP's legal compliance
- Preference may be given to vendors based on relevant B-BBEE national, provincial, City of Cape Town and Pinelands CID policies and the Pinelands CID's community-based enterprise policies.

All SPs will be notified via email of the outcome of the process. There will be no debate as to the reasons for the decision.

Additional Information Required

The following information is required and may be appended as an Addendum to the proposal.

Company Details

- Company Name
- Trading Name
- Company Registration Number
- Ownership
- Physical Address
- Postal Address
- Contact Person
- Mobile Number
- Email Address

Documentation

- PSIRA Certification and Registration
- Most recent SARS Tax Clearance Certificate
- Letters of Good Standing
- Membership of SASA (Security Association of South Africa) - if applicable.

General

- Additional info and context may be found on the CID's website (<https://www.pinelandscid.co.za>)
- A final contract will be negotiated in detail with the successful SP.

ANNEXURE A

GENERAL CONDITIONS THAT WILL BE APPLICABLE TO THE CONTRACT

ASSIGNMENT

The contractor shall not assign, in whole or in part, its obligations to perform under the contract, except with the CID's prior written consent.

SUB-CONTRACTS

The contractor shall notify the CID in writing of all sub-contracts awarded under this contract, if not already specified in the proposal. Such notification, in the original proposal or later, shall not relieve the contractor from any liability or obligation under the contract.

DELAYS IN THE CONTRACTOR'S PERFORMANCE

- The delivery of services shall be made by the contractor in accordance with the time schedule prescribed by the CID in the contract.
- If at any time during performance of the contract, the contractor or its subcontractor(s) should encounter conditions impeding timely delivery of services, the contractor shall promptly notify the CID in writing of the delay, its likely duration, and its cause(s). As soon as practicable after receipt of the contractor's notice, the CID shall evaluate the situation and may at its discretion extend the contractor's time for performance, with or without the imposition of penalties to be specified in the contract.
- The right is reserved to have minor essential services executed by another party if an emergency arises, or when the contractor's services are not readily available.

TERMINATION FOR DEFAULT

The CID, without prejudice to any other remedy for breach of contract, by written notice of default sent to the contractor, may terminate this contract in whole or in part if the contractor:

- Fails to deliver any or all of the services within the period(s) specified in the contract, or within any extension thereof granted by the CID.
- Fails to perform any other obligation(s) under the contract; or
- In the judgment of the CID, has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

In the event that the CID terminates the contract in whole or in part, the CID may procure, upon such terms and in such manner as it deems appropriate, services similar to those undelivered, and the contractor shall be liable to the CID for any excess. However, the contractor shall continue to deliver on terms of the contract not terminated.

FORCE MAJEURE

- The contractor shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure.
- If a force majeure situation arises, the contractor shall promptly notify the CID in writing of such condition and the cause thereof. Unless otherwise directed by the CID in writing, the contractor shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

TERMINATION FOR INSOLVENCY

The CID may at any time terminate the contract by giving written notice to the contractor if the contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the contractor, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the CID.

SETTLEMENT OF DISPUTES

- If any dispute or difference of any kind whatsoever arises between the CID and the contractor in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the CID or the contractor may give notice to the other party of its intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

LIMITATION OF LIABILITY

Except in cases of criminal negligence or wilful misconduct:

The contractor shall not be liable to the CID, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the contractor to pay penalties and/or damages to the CID.

APPLICABLE LAW

The contract shall be interpreted in accordance with South African laws.

TAXES

The contractor shall be entirely responsible for its own tax affairs.

No contract shall be concluded with any SP whose tax matters are not in order. Prior to the award of a bid, SARS must have certified that the tax matters of the preferred SP are in order.

TRANSFER OF CONTRACTS

The contractor shall not abandon, transfer, cede, assign, or sublet a contract or part thereof without the written permission of the CID.

CONFIDENTIALITY

The CID and the contractor may disclose to each other confidential information relating to the business or operations of either party.

The information to be disclosed is confidential and proprietary to the contracting parties and each of the parties is willing to disclose mutually this information for purposes of entering into a contract only and undertake to protect and keep confidential such information.

AMENDMENT OF THE CONTRACT

An agreement to amend or vary the contract or the conditions, stipulations or provisions thereof shall not be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties.