



**PINELANDS COMMUNITY IMPROVEMENT DISTRICT  
(Pinelands CID)**

**Request for Proposal (RFP)**

**For the purchase, installation, and maintenance  
of public safety cameras  
“Phase 2 - Canal”**

**November 2024**

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

Important Dates*	
<b>RFP published</b>	28 November 2024, 17h00
<b>Closing date to confirm interest in submitting proposal</b>	12 December 2024, 17h00
<b>Closing date for submission of questions</b>	18 December 2024, 17h00
<b>Closing date and time for submission of proposals</b>	27 January 2025, 17h00
<b>Proposal evaluation completed</b>	Within 30 Days of Proposal Submission Closing
<b>Final clarifications and negotiations</b>	Within 30 Days of evaluation completion
<b>Contract awarded (SLA signed)</b>	15 Days post clarifications and negotiations
<b>Contract commencement date</b>	Within 30 Days of Contract being awarded (SLA signed)

## 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.

The City of Cape Town Council approved the resulting application of the Pinelands CID (PLCID) on 26<sup>th</sup> May 2023.

**This document serves as a formal invitation to submit a proposal for Module 1 as defined in this Request for Proposal document.**

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 110934, 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:



## Scope of Work (SOW)

The purpose of this RFP is to solicit proposals from qualified firms for the installation of the third phase (Phase 3) of a CCTV camera network within the Pinelands CID area which will be monitored by the PLCID Control Room. CCTV to include Daytime Live Monitoring as well as Auto-generated Alert Monitoring

### Important Note:

- The Pinelands CID also reserves the right to publish a further RFP or RFQ relating to the contents of any specific module.
- 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.
- The scope of work is for a fixed cost, full turn-key solution with ALL required battery backup and networking infrastructure included, fully installed, configured and integrated with the Pinelands CID's existing infrastructure. For the avoidance of doubt, acceptance criteria for this installation are for cameras to be displaying in the Pinelands CID's control room with all camera alerts configured.
- Bids must be fixed and final. Prior site visits are mandatory. For the avoidance of doubt, bids that are e.g., "subject to site survey" will be rejected.

## New Camera Installation (Phase 2)

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

The Appendix A will only be shared with bidders who have indicated an interest in bidding by signing and submitting an NDA.

NB: Service Providers may recommend the installation of additional cameras to ensure adequate protection of the camera infrastructure and covering of high-risk blind spots.

Module PH2 – The Canal

## IMPORTANT REQUIREMENTS

### Existing infrastructure

Proposals should assume that when using the following existing infrastructure no quotation is required:

1. Existing HikCentral VMS monitoring software
2. Existing central NVR infrastructure
3. Existing VPN connectivity infrastructure
4. Existing radio infrastructure (PLCID High Sites)

## Uninterruptible Power Supply (UPS) Requirements

- For the purposes of this RFP, potential vendors should assume that:
  - i) Cameras in a public space may only be powered:
    - (1) By AC electrical power (220V AC) only if the power is obtained from certain types of City of Cape Town infrastructure (as the City of Cape Town's policies allow);
    - (2) By solar power;
    - (3) Via PoE (power over ethernet) connections from networking infrastructure located on private property.
  - ii) Cameras on private property may be powered from the property owner's AC electrical power (220V AC).
- 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 consider the draw of the individual cameras.
- Given load variance by point, the following requirements must be considered when proposing Uninterruptible Power Supply solutions.
  - Each site's battery must be sized to 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 (e.g., a tripped circuit breaker or a prepaid meter that has run out) the monitoring centre receives an alert.
  - 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. The faulty Backup system should not affect the camera monitoring capability.

## Connectivity Requirements

- In designing the networking infrastructure, network security is of paramount importance.
- Connectivity, other than via the Pinelands CID's private radio network, must be via the Pinelands CID's existing VPN. This is implemented via OpenVPN running on Microtik routers at each camera site that connects to the public internet. No connection to any camera or any networking equipment is allowed by any other mechanism. For clarity, neither connection via cellular network or direct connection to the internet without use of the Pinelands CID VPN is allowed, even for testing purposes.
- All cameras will be monitored; thus, provision must be made at each camera point for communication of the feed to the off-site control room of the appointed monitoring provider.
- Networking equipment, including cameras, routers, etc, must be capable of remote updates.

## Comprehensive Coverage Requirements

- All camera "blind spots" should be sufficiently set back from the starting property's boundary to optimize camera view and infrastructure safety.
- At locations where the pole cannot be sufficiently setback to prevent tampering, provision must be made for an additional overview camera.
- Where the Pinelands CID's radio network is used, only "single hop" connection to a high site is allowed except by written permission of the Pinelands CID.

## Mounting & Enclosures Requirements

- Proposals, including technical diagrams, for cabinets/enclosures discouraging vandalism are required.
- No cabinet can be entirely vandal-proof. The proposed cabinets should be of such a nature that they are very difficult to forcibly open.

## Additional Requirements

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

- All components used, including power supply equipment and enclosures, must be comprised of commercial parts readily available on the open market.
- 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 mounted on 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 to avoid damage to CoCT infrastructure.
- Where applicable, the contractor should clearly state which infrastructure are on CoCT property. The contractor should apply for such way leaves from the CoCT and all related costs for the application (including but not limited to Technical drawings, Admin, etc) should be included in the bid. The pricing should reflect as a separate item in the bid. This requirement is mandatory.
- The Pinelands CID reserves the right to request a proof of concept dependent on the type of proposal and technology used.

## **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 Pinelands 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.
- Technical descriptions should be accompanied by a technical block diagram depicting the interconnection wiring.
- Specified quantifiable deliverables including warranties.
- Information about insurances (of all sorts) the SP carries.

- Indemnities that would apply to the Pinelands 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 Pinelands CID budget.
- Any 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.

- The proposal should principally assume Pinelands CID intends to purchase the required assets.
- Alternative financing solutions, in addition to the mandatory, may also be proposed, e.g. 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](mailto:bids@pinelandscid.co.za)
- All proposals will be considered binding offers. Prices proposed must be valid from date of submission through to 120 days of bid submission closure.
- 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 Pinelands 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 Pinelands CID is not responsible or liable for any use of the information submitted by SPs, or for any claims asserted therefrom.
- The Pinelands 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 stipulated on the cover page. Questions must be submitted via e-mail to: bids@pinelandscid.co.za Answers to questions will be provided timeously. All 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 60 days after bid closure.

## **Selection Criteria**

The Board evaluation team will consider the following criteria:

- Compliance to bid requirements.
- Efficacy of monitoring solution.
- Cost-effectiveness based on anticipated lifecycle costs.
- Overall quality of the bid, particularly a demonstrated understanding of the project's goals and challenges. Particular attention will be paid to provisions for the security of camera and communication infrastructure against theft and vandalism.
- Compliance with relevant regulations.
- The SP's legal compliance.
- Financial standing of the bidder.
- 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 Pinelands CID's website (<https://www.pinelandscid.co.za>)
- The NDA may be requested from [bids@pinelandscid.co.za](mailto:bids@pinelandscid.co.za)
- A final contract will be negotiated in detail with the successful Service Provider.

# **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 Pinelands CID's prior written consent.

### **SUB-CONTRACTS**

The contractor shall notify the Pinelands 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 Pinelands 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 Pinelands 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 Pinelands 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 Pinelands 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 Pinelands CID;
- Fails to perform any other obligation(s) under the contract;

- In the judgment of the Pinelands CID, has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

In the event that the Pinelands CID terminates the contract in whole or in part, the Pinelands 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 Pinelands 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 Pinelands CID in writing of such condition and the cause thereof. Unless otherwise directed by the Pinelands 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 Pinelands 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 Pinelands CID.

## **SETTLEMENT OF DISPUTES**

- If any dispute or difference of any kind whatsoever arises between the Pinelands 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 fourteen (14) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Pinelands 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 Pinelands 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 Pinelands 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 Pinelands CID.

## **CONFIDENTIALITY**

The Pinelands 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.