

Commission for Conciliation, Mediation and Arbitration

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Questions and Answers

BID NUMBER: CCMA/2024/15– MB & CCMA/2024/16– EM

DESCRIPTION: PROVISIONING OF SECURITY GUARDING SERVICES FOR THE CCMA MBOMBELA AND EMALAHLENI OFFICES FOR A PERIOD 34 MONTHS

1. **Question:** REFER TO PAGE 14 – Scope of Work

Please confirm if the required security guarding service is for unarmed guards. If so, why firearm license is required for this bid?

Answer:

Yes, CCMA requested the valid proof of firearm license of the security company. Please note that CCMA is a gun free zone area where clients/users come to the premises for labour dispute services. The security guards must know how to handle a gun to avoid the incident that might happen in case a client came with gun in the CCMA premises, the security guard will have to lock the gun in a gun safe provided by CCMA.

2. **Question:**

Do we need to compile 2 separate tender documents, one for each office (Mbombela & Emalahleni), or if we can do only one tender document and with two separate two pricing schedule?

Answer:

One bid document was published for both CCMA Mbombela and Emalahleni offices. The bidder must complete one tender document and the pricing schedule for the office which is interested in bidding and must state which office they are bidding for on the envelope. If bidding for both office, bidder must complete pricing schedule for both office and also state on the envelope.

3. **Question:** REFER TO PAGE 22 – Mandatory Requirements

Should the bidder attach all the certified documents, or should we attach the original without being certified?

Answer:

The CCMA requested the valid proof of supporting documents and it is up to the bidder to submit the certified documents and CCMA may verify the validity of the document submitted.