



PSIRA
Private Security Industry Regulatory Authority

INVITATION TO BID

PSIRA invites suitable service providers to submit bids for the following services:

Bid No.	Description	Briefing Session	Points Preference System	Bid Document	Closing Date
RFB/2016/PSIRA/01	Leasing of Office Space for Bloemfontein Regional Office for 05 years	01 March 2016 at 11h00 am PSIRA Head Office – Highveld None Compulsory	90/10	R500 (non-refundable)	18 March 2016 at 11h00

Collection of Bid Document

Bid documents will be made available from PSIRA Head office only, from Monday 22 February 2016 during weekdays from 07h30 to 16h00. The prescribed fee should be paid at PSIRA Cashier's office or alternately be deposited at PSIRA's bank account: **Bank:** Nedbank Cheque, **Account No:** 1045554995, **Branch Code:** 1633345 with the bid number used as reference i.e. RFB/2016/PSIRA/01.

Submission of Bids: Sealed and clearly marked bids (indicating the Bid Reference No. i.e. RFB/2016/PSIRA/01) must be deposited in the PSIRA Head Office tender box located at the following address before the closing date: 420 Witch Hazel Avenue, Eco Glades, Block B2, Eco Park, Centurion, Pretoria.

Opening of bids: Received bids will be opened in public on the closing date at 11h30.

Please Note: Bids should be submitted at the correct address, before or on the closing date and time. No late bids will be accepted under any circumstances. Only original bid documents will be accepted. No e-mailed or posted copies will be accepted. Bidders may make use of courier services and have to confirm bid acknowledgement with SCM office.

Minimum requirements: All compulsory forms contained in the bid documentation must be completed and signed in full. Valid Original Tax Clearance Certificate must be attached, Certified copies of Company Registration Certificate reflecting names and identity numbers of active shareholding must be attached. Failure to comply with the above mentioned conditions may invalidate your bid.

Enquiries: Procurement@psira.co.za OR Supply Chain Management Office at 012 003 0521 or 012 003 0519.

PSIRA is not obliged to accept the lowest or any bid thereof, and reserves the right to withdraw this bid.