



**DEPARTMENT OF INTERNATIONAL RELATIONS
AND COOPERATION**

Represented by

THE SOUTH AFRICAN EMBASSY IN ITALY, ROME

RFQ 064

**SPECIFICATIONS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE
REPLACEMENT OF THE ACCESS CONTROL SYSTEMS, THE UPGRADING OF THE
VIDEO RECORDING SYSTEM AND THE INTERCOM SYSTEM AT THE SOUTH AFRICAN
EMBASSY IN ITALY, ROME (14, VIA TANARO)**

SPECIFICATIONS

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1. PURPOSE

To secure services of a service provider that could replace the CCTV, intercom and access control systems at the South African Embassy in Italy, Rome.

2. BACKGROUND

The Chancery's CCTV, intercom and access control systems are more than twenty years old and need to be replaced.

The CCTV cameras will be placed inside and outside the Chancery. The CCTV system will assist the Mission to monitor, control and detect the movement of unauthorized access. The positioning of the equipment will cover all the exits and entrances as recommended by Security Management. The bid specifications for the CCTV system have been approved by the Mission Security Committee.

3. SPECIFICATIONS

The project will entail the following:

3.1 Replacement of the following:

CCTV system (cameras, monitors, DVR and cabling)
Access control system
Intercom system with modern technology, including replacement of all related cabling.

3.2 Proposed solutions:

CCTV system (cameras, monitors, DVR and cabling)

- 16 x IP Infrared Cameras and supply
- Video Recorder NVR 16 + accessories
- Hard Disc 3 Teras
- Screen LED 32 " + accessories (Slave monitor to be installed in office of the CSM and 3rd Secretary)
- Shielded cables RJ45 for the camera
- Pipe PVC of 25
- Connector blinds RJ45
- Provide all power supplies
- Provide data backup and storage
- Provide all connectors, cables, conduit, junction boxes, couplers, etc. required for the installation.
- Provide Installation, testing and training.

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Access control system

- Supply and installation of a new Computer data base system for access control and recording.
- Supply and installation of 7 access points card readers.
- Provision of 50 new access cards.
- Documentation, training and handing over of licenses.

**Supply and installation of a new Intercom system with modern technology, including replacement of all related cabling.
Delivery time 3 weeks from placing of order.**

4. RESPONSIVENESS CRITERIA

The minimum requirements that must be satisfied/met by prospective service provider are:

- 4.1 A detailed quotations should be submitted indicating all costs.
- 4.2 Quotes must be in local currency.
- 4.3 A valid VAT registration certificate.

5. VALIDITY OF PERIOD OF QUOTATION

All quotations must be submitted by the 12 November 2024 and must be valid for a period of three (3) months after the closing date.

6. GENERAL CONDITIONS

The South African Embassy shall not be held liable for any additional costs not stipulated or agreed to after the parties have concluded an agreement.

The South African Embassy will sign the contract with the successful bidder. The South African Embassy reserves the right not to continue with the project and/or appoint a consultant; cancel and/or limit the scope of works.

The certificate of completion to be signed off by designated official at the South African Embassy in Rome, Italy.

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The successful bidder must provide training to the designated officials on the operation of the system and provide user manuals.

7. CONTACT PERSONS

Enquiries and submission of proposals can be sent either by email or delivered by hand to:

Mr FT Jele

Corporate Services Manager

South African Embassy: Rome

Italy

E-mail address: Jelet@dirco.gov.za