



NATIONAL LIBRARY OF SOUTH AFRICA

228 Johannes Ramokhoase Street
Private Bag X397
Pretoria
0001

5 Queen Victoria Street
Cape Town
8001

APPOINTMENT OF A SERVICE PROVIDERS TO SUPPLY, DELIVER AND INSTALL A X 11 HYBRID SECURITY DETECTION SYSTEM TO PROTECT/SECURE LIBRARY MATERIALS, REDUCING THE UNAUTHORISED REMOVAL OF LIBRARY ITEMS BY DETECTING THE ELECTROMAGNETICS / RADIO FREQUENCY IDENTIFICATION EM AND RFID LABELS IN ANY ORIENTATION, X10 SENSITISERS AND DESENSITISERS, X 6 HANDHELD RFID SCANNERS, TRAINING OF 10 STAFF MEMBERS

Bid No: NLSA 02/2025-2026

Should you wish to deliver Bid documents, please note that the NLSA's working hours are from **08h00 to 17h00** on weekdays. Upon the submission of the Bid Documents Service Providers are requested to sign the register at reception.

COMPULSORY BRIEFING SESSION. N/A

CLOSING DATE: 29 January 2026

TIME: 11H00

BID DOCUMENTS ARE AVAILABLE ON

- NLSA website (www.nlsa.ac.za/tenders-and-procurement)

NB. Completed Bid Documents must be deposited at the following address.

ADDRESS	CLOSING DATE	TIME
NLSA Pretoria Campus , 228 Johannes Ramokhoase Street, Pretoria CBD.	29 January 2026	11H00

1. BACKGROUND

- 1.1. National Library of South Africa (NLSA), hereafter referred to as NLSA, is a world class African National Library and Information Hub. The NLSA is responsible for collecting, recording, preserving, and making available the national documentary heritage of South Africa. The NLSA promotes awareness, appreciation, and access to published documents, nationally and internationally and in doing so contributes to the development and prosperity of South Africa. The NLSA has Campuses in Pretoria and Cape Town.
- 1.2. NLSA seeks to appoint an experienced service provider to supply, deliver, install and commissioning of a Hybrid Electromagnetics / Radio Frequency Identification (EM/RFID) security system, as well as the maintenance thereof, as and when required. The system must be able to detect any book or other library material that has not been cleared at reception for issuance. The installation of eleven gates, NLSA three buildings, Pretoria Campus (one building), Cape Town campus (two buildings), the NLSA CT Library and the Centre for the Book. Supply of X 10 Hybrid EM and RFID staff workstation unit, X 6 Handheld RFID Scanners, and training of ten staff members.

2. SCOPE OF WORK

2.1. HYBRID SECURITY DETECTION SYSTEM

The supply, delivery, installation and commissioning of a Hybrid EM/RFID security system, as well as the maintenance thereof, as and when required. The system must be able to detect any book or other library material that has not been cleared at reception for issuance.

Intended use of the system

The intended use of the system is to protect/secure library materials, reducing the unauthorized removal of library items by detecting the EM and RFID labels in any orientation.

2.2. HYBRID SECURITY DETECTION GATE SYSTEM SPECIFICATIONS

Item	Description	Yes / No
	HYBRID SECURITY DETECTION GATES SYSTEM X 11 SETS	
	The system must have fully digital configuration (Digital Signal Processing)	
	The system must have a visual and audio alarm	
	The system must have advanced radio frequency identification (RFID) technology	
	The system must have remote access	

	The system must be magnetic media safe	
	The system must offer a solution for multiple gates	
	The system must have an internal clock for energy management	
	The system must be able to support tags from various EM and RFID service providers	
	The system must have different light indicators to show which tag (EM/RFID) has been activated	
	Material	
	Panel: high-density clear PMMA 20 mm plexiglass, weather and UV resistant, 92% light transmission	
	Base: stainless steel	
	Detection	
	Depending on the environment and the type and size of the tag:	
	Single aisle width: up to 0.90 meters	
	Dual aisle width: up to 1.80 meters	
	EM/RFID Specification	
	Operating frequency: 366 Hz / 13.56 MHz	
	ISO 15693 RFID tags, NXP SLI and NXP SLI-X	
	Option	
	People counter with display	
	Interface	
	Ethernet (TCP/IP), USB, RS232, CAN	
	Dimensions	
	Antenna: 655 x 100 x 1900 mm (w x d x h)	
	Base: 705 x 120 x 20 mm (w x d x h)	
	Weight: 36 kg	

2.3. Hybrid EM and RFID Staff Workstation Unit

DESCRIPTION

Supply, delivery, installation and commissioning of a Hybrid EM and RFID staff workstation, as well as the maintenance thereof, as and when required. The system must be able to sensitize and desensitize library material as required.

Intended use of the system

The intended use of the system is to activate/deactivate the tattle tape and RFID Tags in library material, as required by circulation staff.

Hybrid EM/RFID Staff Workstation Unit Specification Including the Sensitizer /Desensitizer

Item	Description	Yes / No
	Hybrid EM and RFID Workstation UNIT – SIMULTANEOUS SENSITIZE/DESENSITIZE OF TAGS (EM/RFID)- X10	
	The workstation must have LED lights on the unit to give detailed information to the user about the status of the device	
	The workstation must not weigh more than 13 kg	
	The workstation must have a USB interface for communication with the LMS	
	The workstation must be able to perform check-in/check-out of books, magazines, digital media, etc.	
	Must be ISO 15.693 / 18.000-3.1 / ISO 28560 compliant and Conducted Susceptibility Electromagnetic Compatibility CS / EMC certified	
	Must be able to activate/deactivate tags (EM activation/deactivation, RFID set/reset EAS of AFI bit, Check-in / check-out	
	Simultaneous sensitize / desensitize of tags (EM/RFID)	
	Material	
	Stainless steel, PS, high-impact composite	
	Dimensions	
	Height: 112 mm	
	Width: 544 mm	
	Depth: 358 mm	
	Scanners	
	RFID Handheld Scanners X 6 -The RFID handheld Scanner must allow wireless transfer of item lists and data between the server and the handheld unit(s). If a WLAN connection is not available, data transfer can also be done via USB.	

	The RFID handheld Scanner app must have four main functions:	
	In Inventory mode must scan books on one shelf and transfer the data to the server at high speed.	
	In Search mode, the search data is exported from the LMS into handy search lists and transferred from the server to the handheld(s). The user will be notified with visible (onscreen), audio (beep) and vibration signals when a search item is detected and listed.	
	In Misplaced mode detected books on the wrong shelf.	
	In Application Family Identifier/ Electronic Article Surveillance AFI/EAS mode items can be (de)activated or (re)programmed to change AFI and/or EAS codes, one by one, or in bulk.	
	Specification:	
	Dimensions: 98x190x150mm (WxLxD)	
	Material: ABS black	
	Weight: 540 grams	
	Screen: 3,5"touch	
	Battery: Li-ion 3,8V 4500mAh	
	Charging time: 2,5h (0-90%), 5h (100%)	
	Usage: Stand-by 26hrs, full continuous use min. 10hrs	
	Barcode Scanner: Integrated 1-D Laser scanner	
	Docking Station: Optional (USB + extra battery charger)	
	Normal Read range: up to 30cm (with 50x80 book tags) on high power	
	Reading Speed: up to 40 tags per second	
	Memory: 2GB RAM, 10GB ROM	
	SSD expansion: max. 32GB	
	Standards: CE/EMC	
	Operating system: Android 7.0	
	Kernel: 3.18.35+	
	Interfaces: .csv, excel and text files for import/export	
	Connections: WLAN 802.11 b/g/n 2,4 & 5,0Ghz., USB, charger, Bluetooth 4.0	
	Functions: Inventory, Search, Misplaced, AFI/EAS	
	Frequency: 13,56Mhz.	
	Alarms: Visual, Audio, Vibration	
	EAS and AFI function:	
	RFID reader:	
	Barcode Reader:	
	RFID standard: ISO 15693, ISO 18000-3 mode1	

	RFID datamodels: Auto, ISO fixed, Danish, Alphanumeric 3M,	
	Numeric 3M, Dutch	

3 NLSA'S RIGHTS

3.1 The NLSA is entitled to amend any tender conditions, tender validity period, tender terms of reference, or extend the tender's closing date, all before the tender closing date. All Bidders, to whom the Bid documents have been issued and where the NLSA have a record of such Bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the NLSA's website under the relevant Bid information. All prospective Bidders must, therefore, ensure that they visit the website regularly and before they submit their Bid response to ensure that they are kept updated on any amendments in this regard.

4 DURATION OF THE PROJECT

4.1 The duration of the contract is once off installation and supply 36 months of service and maintenance. The appointed service provider(s) shall make an undertaking that the turnaround time to supply and deliver is within 120 days, unless specified otherwise or agreed in the Service Level Agreement (SLA).

5 CONDITIONS OF THE BID.

- 5.1 The NLSA reserves the right not to accept the lowest proposal.
- 5.2 The NLSA reserves the right to appoint one or more Bidders.
- 5.3 The NLSA reserves the right not to award the contract.
- 5.4 The NLSA reserves the right to have any documentation, submitted by the successful Bidder checked or inspected by any other person or organisation.
- 5.5 The General Conditions of Contract will be applicable to this Bid.
- 5.6 The NLSA will not be held responsible for any costs incurred by the Bidder in the preparation and submission of the Bid.
- 5.7 The Bidder may be required to prepare for a possible presentation should the NLSA require such and the Bidder shall be notified thereof in good time before the actual presentation date. Such presentation may include a practical demonstration of products or services as called for in this Bid.
- 5.8 No upfront Payment will be done by NLSA.
- 5.9 The bid is valid for a period of 90 days and may be extended at the discretion of the NLSA.

6 EVALUATION CRITERIA

6.1 Pre evaluation (standard bid documents)

- 6.1.1 Fully Completed SBD 1, SBD 3.1, SBD 4, SBD 6.1, SBD 7.2 forms.
- 6.1.2 The bidder must be registered on the Central Supplier Database (CSD).

NB: If there are any materials omission on the stated SBDs, bidders will be afforded a maximum of 2 working days to respond to the omission.

6.2 SUBMISSION FORMAT

Bid proposals should be submitted in the format as indicated below:

NB! One (1) signed original Bid document and One (1) signed electronic copy on a USB or CD (PDF protected with a code).

Bidders will be evaluated in two stages. First stage will be the technical evaluation and the second stage will be the price evaluation.

6.3 Evaluation stage one (1): Technical Evaluation

Bidders are expected to obtain a minimum of seventy (70) points out of one hundred (100) points available to proceed to the next evaluation stage. Failure to obtain the prescribed points will automatically disqualify the bidder from proceeding to the next evaluation stage.

No		Weight	Point	Score
1.	Experience of the service provider in providing similar services as required by the NLSA: to supply, deliver and install a X 11 hybrid security detection system to protect/secure library materials, supply X 10 sensitisers and desensitisers, and X 6 handheld scanners Provide five (5) contactable reference letters of the service provided within the past five (5) years. The reference letters must be on a signed company's letterhead including, contact name(s), address, phone number, date and period of the contracted project, a brief description of the services that you provided and the level of satisfaction from the client. • 5 and more reference letters with all the required elements listed = 40 points • 4 reference letters with all the required elements listed = 32 points • 3 reference letters with all the required elements listed = 24 points	40		

	• 2 reference letters with all the required elements listed = 16 points • 1 reference letter with all the required elements listed = 8 points • 0 reference letters = 0 points NB. If a reference letter does not meet all the requirements listed, it will not be considered.			
2	Detailed proposal with photos / brochure / catalogue with description of items to be supplied. The proposal must cover all the items you are bidding for as per scope of work in section 2.2 above • Proposal with 100% of items ticked as yes in section 2.2 = 40 points • Proposal with less than 100 of items ticked as yes in section 2.2 = 0 points	40		
3	Bank rating certificate– Issued within the past 3 months with original stamp • Bank rating certificate issued by the bank with an original bank stamp – A Grading (Points 20) • Bank rating certificate issued by the bank with an original bank stamp – B Grading (Points 16) • Bank rating certificate issued by the bank with an original bank stamp – C Grading (Points 12) • Bank rating certificate issued by the bank with an original bank stamp – D Grading (Points 08) • Bank rating certificate issued by the bank with an original bank stamp – E Grading (Points 04) • No bank rating letter or less than E Grading (Points 00)	20		
	TOTAL POINTS	100		
	Minimum points to pass this evaluation stage	70		

6.4 Evaluation Criteria Stage 2: Pricing

Preference Point System

In terms of Regulation 5 of the Preferential Procurement Regulations of 2022/23, Gazette Number 47452 dated 4 November 2022 pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of

2000), responsive bids will be adjudicated by the State on the 80/20-preference point in terms of which points are awarded to bidders based on: -

- The bid price (maximum 80 points)
- Specific Goals (maximum of 20 points):

The following formula will be used to calculate the points out of 80 for price in respect of an invitation for a tender, inclusive of all applicable taxes.

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where-

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

$P_{\min}$ = Price of lowest acceptable tender.

- **Specific Goals (maximum of 20 points): -**

Company Ownership:

- Companies with 100% black ownership will receive 20 points.
- Companies with less than 100% black ownership will receive 10 points.

NB . Submit certified sworn affidavit or BEE certificate as evidence.

NB: Add yearly escalation of unit price per item over three-year period (see example below). All prices should be VAT inclusive.

Item	Description	Unit Price
	HYBRID SECURITY DETECTION GATES SYSTEM X 11 SETS	
	Hybrid EM and RFID Workstation UNIT – SIMULTANEOUS SENSITIZE/DESENSITIZE OF TAGS (EM and RFID)- X10	
	RFID Handheld Scanners X 6	

	Training X 10 Staff members			
		Unit price year one	Unit price year two	Unit price year three
1.	Warranty			
2.	Extended Warranty			
3.	Maintenance & Service for 36 months			
	TOTAL VAT Inclusive			

7 ENQUIRIES

All enquiries regarding this tender must be directed to the SCM Office:

For any Bid related enquiries please sent to the following email address quoting the Bid Number.

Description as a Reference; kenny.netshiongolwe@nlsa.ac.za OR (012) 401 3017/9700/81