



Established by the Swaziland Posts & Telecommunications Corporation Act, 1983

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The Kingdom of Eswatini

Eswatini Posts and Telecommunications Corporation (EPTC)

Procurement Method:	Expression of interest
Subject of Procurement:	Provision of Armed Response Services
Procurement Reference Number:	07 of 2025/26
Date of Issue:	20th June 2025
Submission Deadline:	04th July 2025
Participation:	International

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Standard Tender Document for Services



Expression of Interest: Provision of Armed Response Services

Eswatini Posts & Telecommunications Corporations (EPTC) invites qualified and experienced service providers to submit an Expression of Interest (EOI) for the provision of armed response services to EPTC designated sites.

1. Introduction

EPTC is seeking to establish a contract with a reputable service provider to deliver reliable and effective armed response services to designated high risk sites. This EOI aims to identify potential service providers with the capacity, expertise, and resources to meet our specific security needs.

2. Scope of Services

The successful service provider will be required to provide the following services:

- 24/7 armed response services
- Rapid response to security incidents and alarms
- Regular patrols of designated areas
- Liaison with local law enforcement agencies
- Detailed incident reporting
- Any other related security services

3. Requirements

Interested service providers must demonstrate the following qualifications and experience:

Eligibility Criteria

- 3.1 The eligibility requirements shall be determined for: -
- (a) Eligible Tenderers in accordance with Section 40 of the Public Procurement Act, 2011; and
 - (b) Eligible Services and Related Services
- 3.2 The documentation required to provide evidence of eligibility shall be: -

Eligibility Requirement	Documentary Evidence to be Provided by the Tenderer
(a) The Tenderer has legal capacity to enter into the contract	i. Company Profile, Form J and Form C or equivalent for foreign registered companies, and Proof of registration with the relevant

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professional or
regulatory body.

ii. Certified copy of Valid
Trading License.

- | | | |
|-----|---|--|
| (b) | The Tenderer is not insolvent, in receivership, bankrupt or being wound up, its affairs are not being administered by a court or a judicial officer, its business activities have not been suspended, and it is not the subject of legal proceedings for any of the foregoing | Police Clearance for Directors or affidavit |
| (c) | The Tenderer has fulfilled its obligations to pay taxes | Tax Compliance Certificate issued by Tax Regulator [for Swati companies] or equivalent for foreign companies |
| (d) | The Tenderer has fulfilled its obligations to social security contributions | ENPF compliance certificate [for Swati companies] or equivalent for foreign companies |
| (e) | The Tenderer adheres to basic labour legislation | Labour compliance certificate [for Swati companies] or equivalent for foreign companies |
| (f) | The Tenderer does not have a conflict of interest in relation to the procurement requirement | Declaration of no conflict |
| (g) | The Tenderer, or any of its directors or officers, have not been convicted of any criminal offence relating to professional conduct or the making of false statements or misrepresentations as to its qualifications to enter into a procurement contract within a period of five years preceding the commencement of procurement proceedings | Police Clearance for Directors or affidavit |
| (f) | The Tenderer is not subject to suspension in accordance with section 55 [of the Public Procurement Act, 2011]1, and none of its directors or officers have been involved in a | Declaration of no subject to suspension |

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tenderer or supplier currently
subject to suspension

Procuring Entity shall include “or equivalent document” in respect of international tenders and shall indicate the information provided by the corresponding document obtainable from the Eswatini jurisdiction appreciation of foreign bidders to submit corresponding documents.

Responsiveness To Tender

Required documentation to be submitted.

- i. Company Profile, Form J and Form C or equivalent for foreign registered companies, and Proof of registration with the relevant professional or regulatory body.
- ii. Certified copy of Valid Trading License.
- iii. Valid Tax Compliance Certificate.
- iv. Certified copy of VAT Registration Certificate
- v. Declaration of Eligibility; Technical Bid Form; and Financial Proposal Submission Forms.
- vi. Police Clearance for Directors
- vii. Certified copy of labour Compliance
- viii. Latest audited financial statements

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- ### Further requirements fit for purpose

- #### 4. Submission Details

- Company profile, including legal status, ownership structure, and years of operation
- Detailed description of relevant experience, including previous clients and projects



- Description of equipment and resources, including vehicles, communication systems, and firearms
- Copies of valid operating licenses, permits, and insurance policies
- Financial statements for the past three years
- References from previous clients
- Any other relevant information

5. Evaluation Criteria

Submissions will be evaluated based on the following criteria:

- Experience and track record
- Qualifications and experience of personnel
- Adequacy of equipment and resources
- Financial stability
- Compliance with legal and regulatory requirements
- References and client satisfaction

6. Submission Deadline

The deadline for submission of EOIs is 04th July , 2025 at 12 noon. Submissions should be sent to the following address:

1. Address and contact details.

- | | | |
|-----|--|---|
| (a) | Information about the tender shall be accessed from: | kennethd@sptc.co.sz or Kenneth Dlamini Tel: +268 24052143 |
| (b) | Documents will be issued from: | Mbabane Post Office Building (Procurement Office), Mahlokohla Street, Mbabane |
| (c) | Tenders must be delivered to: | Tender Box situated in the Phutfumani Building Reception entrance, Mahlokohla Street, Mbabane |
| (d) | Address of Tender opening: | Tender Box situated in the Phutfumani Building Reception entrance, Mahlokohla Street, Mbabane, Eswatini |

7. Disclaimer

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This EOI does not constitute a solicitation or an obligation to award a contract. EPTC reserves the right to accept or reject any EOI, and to cancel this process in whole or in part, without incurring any liability.

8. Confidentiality

All information provided in response to this EOI will be treated as confidential.

We look forward to receiving your Expression of Interest.

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Code of Ethical Conduct in Business for Tenderers and Providers

1. Ethical Principles

Tenderers and providers shall at all times-

- (a) maintain integrity and independence in their professional judgement and conduct;
- (b) comply with both the letter and the spirit of-
 - i. the laws of Eswatini; and
 - ii. any contract awarded.
- (c) avoid associations with businesses and organisations which are in conflict with this code.

2. Standards

Tenderers and providers shall-

- (a) strive to provide works, services and Services of high quality and accept full responsibility for all works, services or Services provided;
- (b) comply with the professional standards of their industry or of any professional body of which they are members.

3. Conflict of Interest

Tenderers and providers shall not accept contracts which would constitute a conflict of interest with, any prior or current contract with any procuring entity. Tenderers and providers shall disclose to all concerned parties those conflicts of interest that cannot reasonably be avoided or escaped.

4. Confidentiality and Accuracy of Information

- (1) Information given by Tenderers and providers in the course of procurement processes, or the performance of contracts shall be true, fair and not designed to mislead.
- (2) Providers shall respect the confidentiality of information received in the course of performance of a contract and shall not use such information for personal gain.

5. Gifts and Hospitality

Tenderers and providers shall not offer gifts or hospitality directly or indirectly, to staff of a procuring entity that might be viewed by others as having an influence on a government procurement decision.

6. Inducements

- (1) Tenderers and providers shall not offer or give anything of value to influence the action of a public official in the procurement process or in contract execution.
- (2) Tenderers and providers shall not ask a public official to do anything which is inconsistent with the Act, Regulations, Guidelines or the Code of Ethical Conduct in Business.

7. Fraudulent Practices

Tenderers and providers shall not

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- (a) collude with other businesses and organisations with the intention of depriving a procuring entity of the benefits of free and open competition;
- (b) enter into business arrangements that might prevent the effective operation of fair competition;
- (c) engage in deceptive financial practices, such as bribery, double billing or other improper financial practices;
- (d) misrepresent facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring entity; or utter false documents;
- (e) unlawfully obtain information relating to a procurement process in order to influence the process or execution of a contract to the detriment of the PE; and
- (f) withholding information from the PE during contract execution to the detriment of the PE.

I agree to comply with the above code of ethical conduct in business.

AUTHORISED SIGNATORY

NAME OF TENDERER

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