

PA-04 (GS): NOTICE AND INVITATION TO BID

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT

Project title:	VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE: DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND COMBAT THE SPREAD OF CORONAVIRUS DISEASE (COVID-19): FOR A PERIOD OF 36 MONTHS FOR 1000 000m2
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Bid no:	CPTSC 07/21		
Advertising date:	16/07/2021	Closing date:	06/08/2021
Closing time:	11:00	Validity period:	60 days

Only bidders who are responsive to the following responsiveness criteria are eligible to submit bids:

<input checked="" type="checkbox"/>	Bid offer must be properly received on the bid closing date and time specified on the invitation, fully completed and signed in ink.
<input checked="" type="checkbox"/>	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the Legal Entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
<input type="checkbox"/>	Submission of other compulsory returnable schedules / documents as per (PA-09 (GS)): List of returnable documents.
<input checked="" type="checkbox"/>	Submission of (PA-11.): Declaration of Interest and Bidder's Past Supply Chain Management Practices.
<input checked="" type="checkbox"/>	Submission of (PA-29): Certificate of Independent Bid Determination.
<input type="checkbox"/>	Compliance to Local Production and Content requirements as per PA36 and Annexure C
<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database (CSD)
<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement (item 6.2 must be completed)
<input checked="" type="checkbox"/>	Use of correction fluid is prohibited
<input type="checkbox"/>	PA-40, declaration of designated groups for preferential procurement
<input checked="" type="checkbox"/>	Submission of fully completed PA-32 (of invitation to bid) failure to do that will lead to disqualification of a bid document
<input type="checkbox"/>	Submission of DPW-16 EC briefing meeting certificate as proof of attendance of compulsory briefing
<input checked="" type="checkbox"/>	<p>Only Bidders registered as B-BBEE Status level 1 and 2 contributors will be considered for this bid, as per the Preferential Procurement Regulations 2017. Bidders that do not meet these pre-qualification criteria will be disqualified from further evaluation.</p> <p>Bidders are required to submit original or originally certified proof of B-BBEE Status Level of contributor or a sworn affidavit in terms of the codes of good practice. B-BBEE as may be issued by the Department of Trade and Industry (DTI) are accepted.</p> <p>The B-BBEE Status Level Verification Certificates submitted must be issued by the following agencies: For tenderers other than EMEs (Exempted Micro Enterprises) (i) Verification agencies accredited by SANAS; or For tenderers who qualify as EMEs (i) Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths. The date the deponent signed and the date on the stamp of the Commissioner of Oaths must be the same according to B-BBEE COMMISSION PRACTISE GUIDE 01 2018 section 17(i).</p> <p>A trust, consortium or joint venture must submit a consolidated B-BBEE status Level Certificates together with the bids.</p>
<input checked="" type="checkbox"/>	Completion and submission of signed DPW09

Tenderer must comply with the Pre-qualification criteria for Preferential Procurement listed below

<input type="checkbox"/>	A tenderer having stipulated minimum B-BBEE status level of contributor: <input checked="" type="checkbox"/> Level 1 <input checked="" type="checkbox"/> Level 2 <input type="checkbox"/> Level 3
<input type="checkbox"/>	An EME or QSE
<input type="checkbox"/>	A tenderer subcontracting a minimum of 30% to: <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are youth <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are women <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people with disabilities <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships <input type="checkbox"/> A co-operative which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are Military veterans <input type="checkbox"/> An EME or QSE;

This bid will be evaluated according to the preferential procurement model in the PPPFA:
 (Tick applicable preference point scoring system)

<input checked="" type="checkbox"/> 80/20 Preference points scoring system	<input type="checkbox"/> 90/10 Preference points scoring system	<input type="checkbox"/> Either 80/20 or 90/10 Preference points scoring system
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In case where below/above R 50 000 000 is selected, the lowest acceptable tender will be used to determine the applicable preference point system.

Note: Functionality will be applied as a prequalification criterion. Such criteria is used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.

Functionality criteria:	Weighting factor:
EXPERIENCE: The bidder must demonstrate adequate experience to have managed/ completed decontamination projects and extent in the past 12 months. Bidder must have references to include names of contract persons and telephones numbers, contract value and contract period. (To complete the DPW 09) Attach appointment letters from the previous employers/contracts as proof of your experience. Failure to attach the required letters will result in no scoring of points in this criteria. Provide contactable References: Attach appointment letters from the previous employers/contracts as proof of your experience. Failure to attach the required letter will result in no scoring of points in this criteria. a) The bidder demonstrates to have successfully managed 5 and more projects in the past 12 months = 5 b) The bidder demonstrates to have successfully managed 4 projects in the past 12 months = 4 c) The bidder demonstrates to have successfully managed 3 projects in the past 12 months = 3 d) The bidder demonstrates to have successfully managed 2 projects in the past 12 months = 2 e) The bidder demonstrates to have successfully managed 1 project in the past 12 months = 1	40



<p>QUALITY:</p> <p>References listed on the DPW 09 will be used to obtain the quality of work. Bidders must provide contactable references with the person's name and contact details. The bidder must forward the standard template (attached in the document) to the referees to complete and must attach to tender when submitting on closing date. (Must be stamped and signed)</p> <p>a) Excellent = 5 b) Good = 4 c) Satisfactory = 3 d) Average = 2 e) Poor = 1</p>	30
<p>RESOURCES:</p> <p>The bidder must provide valid proof of ownership of vehicles and/or submit proof of intension to lease or to buy.</p> <p>a) Proof of ownership (3 vehicles valid proof of ownership) = 5 points b) Proof of lease agreement (2 vehicles valid proof of lease agreement) = 4 points c) Letter of intent (2 vehicles submit valid proof) = 3 point d) Intent to lease (1 vehicles valid proof of lease agreement) = 1 points</p>	30
<p>Note: The bidder must score on all criteria in order to qualify and a minimum functionality score of 50% to qualify for further evaluation.</p>	
<p>Total</p>	100 Points

Subject to sub-regulation 6(2) and /or 7(2), points must be awarded to a tenderer for attaining B-BBEE status level contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points (90/10 system)	Number of Points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- The points scored by a tenderer in respect of the level of BBBEE contribution contemplated in sub regulation 6(2) and 7(2) must be added to the points scored for price as calculated in accordance with sub regulation 6(1) and 7(1) respectively
- Subject to regulation 11(1), the contract must be awarded to the tenderer who scores the highest total number of points.
- A contract may be awarded to a tenderer that did not score the highest total number of points, only in accordance with section 2 (1) (f) of the Act

**COLLECTION OF BID DOCUMENTS:**

- ☒ Bid documents are available for free download on e-Tender portal www.etenders.gov.za
- ☒ Alternatively; Bid documents may be collected during working hours at the following address **CUSTOM HOUSE BUILDING, HEERENGRACHT STREET, FORESHORE.**
- A non-refundable bid deposit of R **200** is payable, (Cash only) is required on collection of the bid documents.

- ☐ A **select** pre bid meeting with representatives of the Department of Public Works will take place at **insert address** on **dd/mm/yyyy** starting at **insert time**. Venue **insert venue**. (if applicable)

ENQUIRIES RELATED TO BID DOCUMENTS MAY BE ADDRESSED TO:

DPW Project Leader:	Charlotte Gugushe	Telephone no:	021 402 2207
Cell no:	072 029 2400	Fax no:	N/A
E-mail:	charlotte.gugushe@dpw.gov.za		

DEPOSIT / RETURN OF BID DOCUMENTS:


Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the bid document.

All tenders must be submitted on the official forms –

BID DOCUMENTS MAY BE POSTED TO: THE DIRECTOR -GENERAL DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE PRIVATE BAG X 9027 CAPE TOWN 8000 ATTENTION: PROCUREMENT SECTION: ROOM 941 POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT	OR	DEPOSITED IN THE TENDER BOX AT: DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE CUSTOM HOUSE BUILDING HEERENGRACHT STREET FORESHORE
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COMPILED BY:

Charlotte Gugushe		AO	14/07/2021
Name of Project Leader	Signature	Capacity	Date

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY)

BID NUMBER:	CLOSING DATE:	CLOSING TIME:
DESCRIPTION: VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND CONTROL THE SPREAD OF CORONAVIRUS DISEASE (COVID-19) FOR A PERIOD OF 36 MONTHS FOR R000/000000		

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (DPW04.1 GS or DPW04.2 GS).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS)

**DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE
CUSTOM HOUSE BUILDING, HEERENRACHT STREET, FORESHORE.**

OR POSTED TO:

THE DIRECTOR GENERAL
 DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE
 PRIVATE BAG X 9027
 CLARENDON
 8000

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
TCS PIN:		OR	CSD No:
<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT <input type="checkbox"/> Yes <input type="checkbox"/> No	
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?			
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX		<input type="checkbox"/> AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)	
		<input type="checkbox"/> A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)	
		<input type="checkbox"/> A REGISTERED AUDITOR NAME:	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER PART B:3 BELOW]
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE ('ALL APPLICABLE TAXES)	
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO



IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. AN ORIGINAL OR CERTIFIED COPY OF THE B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE.

Note Well:

- a) In respect of non VAT vendors the bidders may not increase the bid price under Section 67(1) of the Value Added Tax Act of 1991 where the relevant transaction would become subject to VAT by reason of the turnover threshold being exceeded and the bidder becomes liable for VAT.
- b) **All delivery costs must be included in the bid price, for delivery at the prescribed destination.**
- c) The price that appears on this form is the one that will be considered for acceptance as **a firm and final offer.**
- d) The grand total in the pricing schedule(s), inclusive of VAT, attached to the bid offer must correlate and be transferred to this form (PA32).
- e) Where there are inconsistencies between the grand total price offer in the pricing schedule(s) and the PA32 price offer, the price offer on the PA32 shall prevail and deemed to be firm and final. No further correspondence shall be entered into in this regard.

¹ All applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies

PA-11: DECLARATION OF INTEREST AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Failure to complete this form in full and signed by the duly authorized person, as indicated on PA-15.1 or PA-15.3, shall render the tender non-responsive and will be removed from any and all further contention.

Project title:	VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE: DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND COMBAT THE SPREAD OF CORONAVIRUS DISEASE (COVID-19): FOR A PERIOD OF 36 MONTHS FOR 1000 000m2		
Bid no:	CPTSC 07/21	Reference no:	

The following particulars must be furnished. In the case of a joint venture, separate declarations in respect of each partner must be completed and submitted.

1. CIDB REGISTRATION NUMBER (if applicable)

2. Any legal person, including persons employed by the State¹; or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest, where:

- The bidder is employed by the state; and/or
- The legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 3.1 Full Name of bidder or his or her representative:
- 3.2 Identity number:.....
- 3.3 Position occupied in the Company (director, trustees, shareholder² ect)
- 3.4 Company Registration Number:
- 3.5 Tax Reference umber:.....
- 3.6 VAT Registration Number:

3.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹ "State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

² "Shareholder" means –

- (a) a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercise control over the enterprise

3.7 Are you or any person connected with the bidder presently employed by the state?

☐ YES ☐ NO

3.7.1 If so, furnish the following particulars:

Name of person / director / trustees / shareholder / member:

Name of state institution at which you or the person is connected to the bidder is employed

Position occupied in the state institution:

Any other particulars:

.....

.....

3.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?

☐ YES ☐ NO

3.8.1 If so, furnish particulars:

3.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

☐ YES ☐ NO

3.9.1 If so, furnish particulars.

.....

.....



- 3.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, oth between the bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? ☐ YES ☐ NO

- 3.10.1 If so, furnish particulars.

.....
.....

- 3.11 Do you or any of the directors /trustees/shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract? ☐ YES ☐ NO

- 3.11.1 If so, furnish particulars:

.....
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

5. DECLARATION OF TENDERER / BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

5.1	Is the tenderer / bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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	informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).		
5.2	<i>If so, furnish particulars:</i>		
5.3	<i>Is the tenderer / bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</i> To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.4	<i>If so, furnish particulars:</i>		
5.5	<i>Was the tenderer / bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.6	<i>If so, furnish particulars:</i>		
5.7	<i>Was any contract between the tenderer / bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.8	<i>If so, furnish particulars:</i>		

6. CERTIFICATION

I the undersigned (full name) _____ certify that the information furnished on this declaration form is true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of Tenderer / bidder	Signature	Date	Position

This form has been aligned with SBD4 and SBD 8

PA-15.1: RESOLUTION OF BOARD OF DIRECTORS

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

_____ (legally correct full name and registration number, if applicable, of the Enterprise)

Held at _____ (place)

on _____ (date)

RESOLVED that:

- The Enterprise submits a Bid / Tender to the Department of Public Works in respect of the following project:

_____ (project description as per Bid / Tender Document)

Bid / Tender Number: _____ (Bid / Tender Number as per Bid / Tender Document)

- *Mr/Mrs/Ms: _____

in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign the Bid / Tender, and any and all other documents and/or correspondence in connection with and relating to the Bid / Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid / Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			



Resolution of Board of Directors: PA-15.1

15			
16			
17			
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19			
20			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed.

Note:

1. * Delete which is not applicable.
2. **NB:** This resolution must, where possible, be signed by all the Directors / Members / Partners of the Bidding Enterprise.
3. In the event that paragraph 2 cannot be complied with, the resolution must be signed by Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (attach proof of shareholding / ownership hereto).
4. Directors / Members / Partners of the Bidding Enterprise may alternatively appoint a person to sign this document on behalf of the Bidding Enterprise, which person must be so authorized by way of a duly completed power of attorney, signed by the Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (proof of shareholding / ownership and power of attorney are to be attached hereto).
5. Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

ENTERPRISE STAMP



A-15.2: RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

Held at _____ (place)

on _____ (date)

RESOLVED that:

1. The Enterprise submits a Bid /Tender, in consortium/Joint Venture with the following Enterprises:

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

to the Department of Public Works in respect of the following project:

(Project description as per Bid /Tender Document)

Bid / Tender Number: _____ (Bid / Tender Number as per Bid / Tender Document)

2. *Mr/Mrs/Ms: _____
in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

3. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.
4. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: _____

_____ (code)



Resolution of Board of Directors to enter into Consortia or Joint Ventures: PA-15.2

Postal Address: _____

_____ (code)

Telephone number: _____

Fax number: _____

	Name	Capacity	Signature
1			
2			
3			
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9			
10			
11			
12			
13			
14			
15			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed

Note:

1. * Delete which is not applicable.
2. **NB:** This resolution must, where possible, be signed by all the Directors / Members / Partners of the Bidding Enterprise.
3. In the event that paragraph 2 cannot be complied with, the resolution must be signed by Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (attach proof of shareholding / ownership hereto).
4. Directors / Members / Partners of the Bidding Enterprise may alternatively appoint a person to sign this document on behalf of the Bidding Enterprise, which person must be so authorized by way of a duly completed power of attorney, signed by the Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (proof of shareholding / ownership and power of attorney are to be attached hereto).
5. Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

ENTERPRISE STAMP



Special Resolution of Consortia or Joint Ventures: PA-15.3
PA-15.3: SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly bid for the project mentioned below: *(legally correct full names and registration numbers, if applicable, of the Enterprises forming a Consortium/Joint Venture)*

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Held at _____ (place)

on _____ (date)

RESOLVED that:

RESOLVED that:

- A. The above-mentioned Enterprises submit a Bid in Consortium/Joint Venture to the Department of Public Works in respect of the following project:

(Project description as per Bid /Tender Document)

Bid / Tender Number: _____ *(Bid / Tender Number as per Bid /Tender Document)*



B. *Mr/Mrs/Ms: _____
in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign the Bid, and any and all other documents and/or correspondence in connection with and relating to the Bid, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid to the Enterprises in Consortium/Joint Venture mentioned above.

C. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.

E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.

F. No Enterprise to the Consortium/Joint Venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.

G. The Enterprises choose as the *domicilium citandi et executandi* of the Consortium/Joint Venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: _____

_____ (code)

Postal Address: _____

_____ (code)

Telephone number: _____

Fax number: _____



Special Resolution of Consortia or Joint Ventures: PA-15.3

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed.

Note:

1. * Delete which is not applicable.
2. **NB:** This resolution must be signed by all the Duly Authorised Representatives of the Legal Entities to the consortium/joint venture submitting this tender, as named in item 2 of Resolution PA-15.2.
3. Should the number of the Duly Authorised Representatives of the Legal Entities joining forces in this tender exceed the space available above, additional names, capacity and signatures must be supplied on a separate page.
4. Resolution PA-15.2, duly completed and signed, from the separate Enterprises who participate in this consortium/joint venture, must be attached to this Special Resolution (PA-15.3).

PA- 29: CERTIFICATION OF INDEPENDENT BID DETERMINATION

Project title:	VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE: DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND COMBAT THE SPREAD OF CORONAVIRUS DISEASE (COVID-19): FOR A PERIOD OF 36 MONTHS FOR 1000 000m2		
Bid no:	CPTSC 07/21	Reference no:	

INTRODUCTION

1. This PA-29 [Certificate of Independent Bid Determination] must form part of all bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
4. This form (PA-29) serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (PA-29) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.



Certification of Independent Bid Determination: PA-29

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder.
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

Certification of Independent Bid Determination: PA-29

- (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No.



Certification of Independent Bid Determination: PA-29

19 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public

Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Name of Bidder	Signature	Date	Position

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017 AND THE AMENDED B-BBEE CODES.

1. GENERAL CONDITIONS

1.1. The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2. The value of this bid is estimated to ~~Not Exceed~~ R50 000 000 (all applicable taxes included) and therefore the... **80/20** system shall be applicable.

1.3. Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	POINTS
1.3.1.1 PRICE	80
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100
1.4. Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.	
1.5. An Exempted Micro Enterprise (EME) is only required to obtain a sworn affidavit or a certificate issued by Companies and intellectual property Commission (CIPC) confirming their annual turnover of R10 Million or less and level of black ownership to claim points.	
1.6. Qualifying Small Enterprise (QSE) is only required to obtain a sworn affidavit or a certificate issued by Companies and intellectual property Commission (CIPC) confirming their annual turnover of R10 Million or less and level of black ownership to claim points.	

Preference Points Claim for Bids: PA-16

- 1.7 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
- 1.8 CERTIFICATES ISSUED BY IRBA AND ACCOUNTING OFFICER HAVE BEEN DISCONTINUED; HOWEVER VALID CERTIFICATES ALREADY ISSUED BEFORE 01 JANUARY 2017 MAY BE USED UNTIL THEY PHASE OUT COMPLETELY BY DECEMBER 2017

2. DEFINITIONS

- (a) **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (d) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (e) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (f) **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- (g) **"consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- (h) **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- (i) **"EME"** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) **"Firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- (k) **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- (l) **"non-firm prices"** means all prices other than "firm" prices;
- (m) **"person"** includes a juristic person;
- (n) **"QSE"** means a Qualifying Small Enterprise as defines by Codes of Good Practice under



Preference Points Claim for Bids: PA-16

section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

- (o) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- (p) **“sub-contract”** means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- (q) **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- (r) **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- (s) **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

Preference Points Claim for Bids: PA-16

P_{min} = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 6(2) and /or 7(2), of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.3 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.4 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.5 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

- 7.1 B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

Preference Points Claim for Bids: PA-16

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or Sworn Affidavit for EME's and QSE's.

8 SUB-CONTRACTING (relates to 5.5)

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:

(i) what percentage of the contract will be subcontracted?

.....%

(ii) the name of the sub-contractor?

(iii) the B-BBEE status level of the sub-contractor?

.....

(iv) whether the sub-contractor is an EME/ a QSE? YES / NO (delete which is not applicable)

Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm

9.2 VAT registration number :

9.3 Company registration number
:

9.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]



Preference Points Claim for Bids: PA-16

5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

9.6 COMPANY CLASSIFICATION

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business?

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate/ Sworn Affidavit, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) if the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) Disqualify the person from the bidding process;
 - (b) Recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution

WITNESSES:

1.

2.



SIGNATURE(S) OF BIDDER(S)

DATE:.....

ADDRESS:.....

PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Name of Tenderer

☐ EME¹ ☐ QSE² ☐ Non EME/QSE (tick applicable box)

1. LIST ALL PROPRIETORS, MEMBERS OR SHAREHOLDERS BY NAME, IDENTITY NUMBER, CITIZENSHIP AND DESIGNATED GROUPS.

Name and Surname #	Identity/ Passport number and Citizenship##	Percentage owned	Black	Indicate if youth	Indicate if woman	Indicate if person with disability	Indicate if living in Rural (R) / Under Developed Area (UD) / Township (T) / Urban (U).	Indicate if military veteran
1.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No

Where Owners are themselves a Company, Close Corporation, Partnership etc, identify the ownership of the Holding Company, together with Registration number
 ## State date of South African citizenship obtained (not applicable to persons born in South Africa)

¹ EME: Exempted Micro Enterprise

² QSE: Qualifying Small Business Enterprise



PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

2. DECLARATION:

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the Tenderer, hereby confirms that:

- 1 The information and particulars contained in this Affidavit are true and correct in all respects;
- 2 The Broad-based Black Economic Empowerment Act, 2003 (Act 53 of 2003), Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), the Preferential Procurement Regulations, 2017, National Small Business Act 102 of 1996 as amended and all documents pertaining to this Tender were studied and understood and that the above form was completed according to the definitions and information contained in said documents;
- 3 The Tenderer understands that any intentional misrepresentation or fraudulent information provided herein shall disqualify the Tenderer's offer herein, as well as any other tender offer(s) of the Tenderer simultaneously being evaluated, or will entitle the Employer to cancel any Contract resulting from the Tenderer's offer herein;
- 4 The Tenderer accepts that the Employer may exercise any other remedy it may have in law and in the Contract, including a claim for damages for having to accept a less favourable tender as a result of any such disqualification due to misrepresentation or fraudulent information provided herein;
- 5 Any further documentary proof required by the Employer regarding the information provided herein, will be submitted to the Employer within the time period as may be set by the latter;

Signed by the Tenderer

Name of representative	Signature	Date

Particulars of tenderer's projects: DPW-09 (EC)

DPW-09 (EC): PARTICULARS OF TENDERER'S PROJECTS

Project title:	VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE: DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND COMBAT THE SPREAD OF CORONAVIRUS DISEASE (COVID-19): FOR A PERIOD OF 36 MONTHS FOR 1000 000m ²			
Tender / quotation no:	CPTSC 07/21	Closing date:	06/08/2021	
Advertising date:	16/07/2021	Validity period:	60 days	

1. PARTICULARS OF THE TENDERER'S CURRENT AND PREVIOUS COMMITMENTS

1.1. Current projects

Projects currently engaged in with a minimum of 6 (six) months contract period.	Name of Employer or Representative of Employer	Contact tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Current percentage progress
1						
2						
3						
4						
5						
6						
7						
8						

DPW-09 (EC): Particulars of tenderer's projects

1.2. Completed projects

Projects completed in the past 2 (two) years with a minimum of 6 (six) months contract period.		Name of Employer or Representative of Employer	Contact tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Date of Certificate of Practical Completion
1							
2							
3							
4							
5							
6							
7							
8							
9							

Name of Tenderer		Signature	Date



public works & infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

**GENERIC SCOPE OF WORKS
FOR
CLEANING AND DISINFECTION OF FACILITIES TO
COMBAT AND REDUCE THE RISK OF THE SPREAD OF
CORONAVIRUS DISEASE (COVID-19)**

TENDER NO: CPTSC 07/21

**DEPT. OF PUBLIC WORKS & INFRASTRUCTURE
REGIONAL OFFICE CAPE TOWN
CUSTOMS HOUSE BUILDING
HEERENGRACHT STREET
FORESHORE
CAPE TOWN**

JULY 2021



Project title:	VARIOUS BUILDINGS OCCUPIED BY DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE: DECONTAMINATION OF VARIOUS FACILITIES OF THE DEPARTMENT TO PREVENT AND COMBAT THE SPREAD OF CORONAVIRUS DISEASE (COVID-19): FOR A PERIOD OF 36 MONTHS FOR 1000 000m2		
Tender no:	CPTSC 07/21	Reference no:	

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DEFINITION OF TERMS, NOTIFICATION AND AMENDMENTS TO PREVIOUS SCOPE OF WORKS

Decontamination: the total process used to remove organic matter and microorganisms from an item and render it safe for use. There are three levels of decontamination:

- Cleaning,
- Disinfection and
- Sterilization.

SITES TO BE DECONTAMINATED

- Customs House Building Cape Town
- Grootte Schuur estate Rondebosch (offices and other buildings)
- Fernwood Kirstenbosch
- Acasia Park Good wood
- Laboria Park Belhar
- Pelican Park
- Workshop Langebaan
- Workshop Oudtshoorn
- Parliament (various buildings) Cape Town

NB: If we might have missed buildings it will be in the boundaries of Western Cape so it should not affect quotations.

NB: Decontamination of various buildings to eliminate and reduce the spread of germs;

- Your price will include transport, cleaning, spraying/sanitizing/fogging and the removal of waste where necessary.
- This will be done as and when required for a period of 36 months (adherence to Dept. of Health and Dept. of Labour compliance);
- Contractors will not be able to put in any claim for any work not done in the event we do not reach the 1000 000m2 at the end of the 36 months period OR in the event we reach 1000 000m2 before the end of the 36 months period, the contract will end immediately
- This services will be on a call out basis as and when required.

Take note:

- In indoor spaces, routine application of disinfectants to environmental surfaces by spraying or fogging (also known as fumigation or misting) is **not recommended** for COVID-19 {World Health Organisation (WHO)}
- Spraying individuals with disinfectants (use of tunnel, cabinet or chambers) is not recommended under any circumstances due to health impacts of disinfectants on humans (WHO).

Important amendments in relation to the previous SOW

1. More focus on high touch areas (high risk areas)
2. Spraying replaced with wiping
3. Spray bottles replaced with pump bottles
4. Change of mild fever temperature from 37.8°C to 37.3°C
5. Introduction of the Control of Access to Public Premises and Vehicles Act of 1985
6. Alcohol sanitiser changed to disinfectant alcohol-based hand rub
7. Alcohol content ranges from 70-90%
8. Provision of a Material safety data sheets (MSDS) from suppliers of chemicals to be provided by the Service Provider during the offer (**at quotation or tender stage**) or prior to appointment following the emergency procurement process.
9. Requirements to use only the disinfectants registered with the National Regulator for Compulsory Specifications – list available on:
<https://www.nrccs.org.za/siteimages/CMM/LOA/Disinfectant/Registration%20Database%20Chemical%20Disinfectants%202009-2020.pdf>
10. **Deleted:** Knapsack / Backpack pressure sprayers
11. Hand sanitisation replaced with hand hygiene
12. Waste disposal certificate

C3.1. PROJECT DESCRIPTION

Description of services: Cleaning and disinfection to combat and reduce the risk of the spread of the coronavirus disease (COVID-19)

Department: Department of Public Works & Infrastructure

Place / Area: Various buildings occupied by DPWI

Extent of facility: 1000 000.00 m²

C3.2. BROAD DESCRIPTION OF THE SERVICE

Provide cleaning and disinfection to the interior of the buildings with particular attention to **high-touch surfaces / frequently touched surfaces** including elevator buttons, stairway handrails, doors, door handles / knobs, window handles, desks / table tops and work surfaces, cabinet and drawer handles, kitchen and food preparation areas, counter tops, copier or printer machine touch pads, personal computer keyboards and telephone pads, bathroom surfaces, toilets and taps and office equipment amongst others in accordance with hygiene norms and standards and the Department of Health COVID-19 Environmental Health Guidelines.

C3.3. STANDARD SPECIFICATIONS

The following standard specifications, regulations, By-Laws and guidelines are applicable to this service:

- Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)
- Regulations for Hazardous Biological Agents (Issued in terms of: Occupational Health and Safety Act, 1993 (Act No. 85 of 1993))
- Department of Health COVID-19 Environmental Health Guidelines
- National Regulator for Compulsory Specifications Act (Act 5 of 2008) and Compulsory Specification for Chemical Disinfectants – VC 8054
- National Environmental Management Act, 1998 (Act No. 107 of 1998)
- Environmental Conservation Act, 1989 (Act No. 73 of 1989)
- Basic Conditions of Employment Act, 1997 (No. 75 of 1997)
- Disaster Management Act, 2002 (No. 57 of 2002)
- ISO 9001 – Quality Management System
- ISO 14001 – Environmental Management Systems
- Local Municipality By-Laws and Regulations
- South African National Standards (SANS)

C3.4. GENERAL SCOPE

The cleaning and disinfection of facilities for COVID-19 applies to State-Owned / Occupied accommodation and may encompass any government department. The contract for the execution of work is however Department-specific. The Service Providers must therefore familiarise themselves with the requirements per facility prior to submitting a financial offer.

C3.5. RISK ASSESSMENT AND MANAGEMENT

A competent person, in which a "competent person" means a person who,

- (i) is qualified because of knowledge, training and experience to organise the work and its performance;
- (ii) is familiar with the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the regulations that apply to the work, and
- (iii) has knowledge of any potential or actual danger to health or safety in the workplace

is appointed for the risk assessment and management by the Principal Service Provider shall perform a risk assessment before, during and after the cleaning and disinfection of facilities in line with the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) . The risk assessment shall include but not limited to:

- a) The identification of the risks and hazards to which persons may be exposed.
- b) The analysis and evaluation of the risks and hazards identified.
- c) Material safety data sheets (MSDS) from suppliers must be provided by the Service Provider with the offer at the time of tendering and the copy be kept on the OHS file.
- d) A documented plan of safe work procedures to mitigate, reduce or control the risks and hazards that have been identified.
- e) A monitoring plan
- f) A review plan

In the case of COVID-19, a combination of controls is however required, although the main principle is to follow the hierarchy of controls.

C3.5.1 High risk areas

- Lifts and associated areas
- Toilet and bathroom areas, cells, dining areas, areas of bio-waste collections, segregation and disposal.



- Based on risk assessment, areas should be earmarked and infection prevention control measures to be applied in line with Department of Health COVID-19 Environmental Health Guidelines.

C3.5.2 Medium risk areas

- High traffic areas
- Receptions areas
- Offices that are visited by public

C3.5.3 Low risk areas (Areas with less direct contact with suspected / infected persons)

- Low traffic areas
- Machine / equipment room
- Offices

C3.6. PERMITS FOR ESSENTIAL SERVICES

C3.6.1 Requirements for Essential Services Permits

The execution of the cleaning and disinfection of facilities related to COVID-19 is an essential service to the State and the Republic of South Africa. The Service Providers must, where required arrange for Essential Services Permits applicable to the lockdown level regulations issued in terms of the Disaster Management Act, 2002 (No. 57 of 2002) through the Department of Trade, Industry and Competition (DTIC) in order to trade during the period of the lockdown. Applications and certificates can be accessed through the Companies and Intellectual Property Commission (CIPC) Bizportal website at www.bizportal.gov.za.

C3.6.2 Control of access to Public Premises

All service providers must carry with positive form of identification (E.g. RSA ID) in conjunction with the Control of Access to Public Premises and Vehicles Act of 1985, provide same on request and adhere to a particular institution's security requirements.

C3.7. MANDATORY WORKPLACE CONTROLS

C3.7.1 Supervisory requirements

- All the cleaners must work under supervision of a person trained in disinfection protocols for Hazardous Biological Agents (HBA);
- The supervisor must be a person trained in and have a certificate in **Control workplace hazardous substances** (NQF Level 03) or higher and proof of competence must be

attached with the offer at the time of tendering and such a person must have knowledge of:

- i. The legal and specified requirements for identifying and dealing with workplace hazardous substances
- ii. Identifying the workplace hazardous substances in the HBA context
- iii. Identifying risks associated with hazardous substances in the HBA context
- iv. Controlling hazardous substances in the HBA context
- v. Proper use of PPE in relation to HBA

C3.7.2 Training

- All the cleaners must be theoretically and practically trained on the precautions for hand hygiene, correct use and selection of PPE, environmental cleaning and disinfection procedures, and other COVID-19 related protocols (E.g. social distancing, hygiene etiquette). Proof that the cleaners have received the necessary training must be submitted to the Department before work commences on site.
- All training should emphasise that all activities / procedures must be done under the strict monitoring and observation of trained supervisors as above.
- Training must include the Local Labour as per the requirements of the use of Local Labour (Clause 3.8).
- WHO provides free online theoretical training and certification on the coronavirus (COVID-19) available at: <https://openwho.org/>

C3.7.3 Screening of staff

Prior to commencement of work, all employees must complete a COVID-19 screening form (virtual / manual) as per the requirements of the specific department to ascertain the travel / commuting history / possible contact with a COVID-19 infected person and presence of symptoms. Furthermore, on a daily basis, the following screening procedures must be performed to minimise risk of infections in the workplace:

- i. Temperature screening using a calibrated remote measuring thermometer gun / remote infrared body temperature measuring device.
- ii. A temperature of $\geq 37.3^{\circ}\text{C}$ or higher is regarded as mild fever and access to the premises should not be granted.
- iii. Service providers and employees presenting the symptoms consistent with COVID-19 as follows:
 - Fever
 - Dry cough

- Fatigue
- Shortness of breath
- Sore throat / Respiratory distress / Acute respiratory tract infection

, should immediately be isolated from other employees and referred for testing by reporting as follows:

CORONAVIRUS OUTBREAK 24-HOUR HOTLINE NUMBER: 0800 029 999 / WhatsApp on 0600 123 456

C3.8. USE OF LOCAL LABOUR

- A minimum of 30% of the Labour must be sourced from the local community comprising of previously disadvantaged individuals (PDIs).
- Further Labour composition requirements to be complied with are:
 - i. **60% Women**
 - ii. **55% Youth aged from 18 to 35 years**
 - iii. **2% people with disabilities**
- Service providers must report on employment opportunities created by fully populating a Job reporting template every month or at the end of the service (whichever comes earlier) and submit same with the invoice. As a minimum requirement, the job reporting template must contain the name of service provider, contact details, project details, Ward Councillor's name and contact details, names and contact details of employed personnel, their job description, total hours worked and signatures as per the attached template.
- The department will, on discretion, verify the details of local labour with the respective Ward Councillor. Non-compliance of use of local labour constitutes breach of conditions of contract.

C3.9. PERSONAL PROTECTIVE EQUIPMENT (PPE)

C3.9.1 Obligation to provide PPE

Service Providers are under obligation to provide their workers with appropriate PPE needed to keep them safe while performing cleaning and disinfection duties. The types of PPE required during a COVID-19 outbreak should be based on the risk of being infected with SARS-CoV-2 while working and job tasks that may lead to exposure.

C3.9.2 Aerosol-generating Procedures and Use of PPE

Workers, including those working within two (2) meters of patients known to be, or suspected of being, infected with SARS-CoV-2 and those performing aerosol-generating procedures, need to use PPE based on risk assessment as follows:

All types of PPE must be:

- i. Selected based upon the hazard exposure to the worker.
- ii. Properly fitted (e.g., respirators).
- iii. Consistently and properly worn when required.
- iv. Regularly inspected, maintained, and replaced, as necessary.
- v. Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

C3.9.3 Examples of PPE to be used

Gloves, goggles, face shields, face masks, gowns, aprons, coats, overalls, hair and shoe covers and respiratory protection, when and where appropriate.

NB! Refer to the PPE checklist.

C3.10. CLEANING AND DISINFECTION MACHINERY, EQUIPMENT AND CONSUMABLES

C3.10.1 Cleaning machinery, equipment and storage

The Service Provider must provide all the commercial mechanical and electrical equipment for the cleaning and disinfection of facilities. The cost of cleaning and disinfection must include running / operating costs and delivery to and fro site. Energy saving machinery and specialist equipment appropriate for the surface to be cleaned must be provided such as:

- i. Professional wet/dry vacuum cleaners specially designed for applications with small and medium-sized surfaces.
 - ii. Commercial polishers effecting a high gloss effect large surfaces with an optional spray system that allows the restoration of the wax film as necessary.
 - iii. Low-noise (less than 85 decibels) commercial automatic floor scrubbing machines for removal of debris on appropriate surfaces.
- The operator of the cleaning and disinfection machinery must be a trained person in compliance with the General Machinery Regulations, 1988 issued in terms of the

Occupational Health and Safety Act, 1993.

- The Department can, where possible, provide a space for the storage of equipment free of charge. Where there is no space for storage the Service Provider must remove the equipment from site on a daily basis. The Department has the right to inspect at any time the provided space and at upon discretion cancel the arrangement.

C3.10.2 Consumables: Specifications for disinfectants and cleaning detergents used to prevent and combat COVID-19

The Service Provider is responsible for supplying all consumable items that are necessary for the execution of an effective service. The Department has the right to accept or reject any of these items if they pose a hazard to human beings and are potentially detrimental to the environment. Surfaces must be cleaned with water and soap or a detergent first to remove dirt, followed by disinfection.

- **Disinfectant alcohol-based handrub**

- Only an SABS approved disinfectant alcohol-based handrub with a minimum concentration of 70-90% alcohol must be used, in compliance with SANS 490 and proof of compliance in the form of an original product label and / or where required, certification by a SANAS accredited laboratory.

- **Neutral cleaning detergents**

Clean surfaces with a neutral detergent (pH between 6 and 8) which are easily soluble in water to remove all organic material and soil on visibly dirty surfaces. The chemical concentrations / surfactants contained in a neutral detergent should not exceed the following limits in table 1:

Table 1: Maximum chemical concentrations of neutral cleaning detergents

Chemical Name	% Concentration
Dodecyl Benzene Sulfonic Acid	<10%
Sodium Hydroxide	<2%

- **Disinfectant chemicals for surfaces**

- Only disinfectants registered by the National Regulator for Compulsory Specifications (NRCS) and approved by the SABS can be used.
- g) A Material Safety Data Sheet (MSDS) must be provided for the disinfectant by the Service Provider with the offer at the time of tendering and the copy be kept on the OHS file.



- Prior approval of chemicals / disinfectants to be used must be granted based on submission of the product information with an NRCS Registration (Example: Act5GNR/529/123456/040/0001) and Product Information. The list is available from: <https://www.nrccs.org.za/siteimgs/CMM/LOA/Disinfectant/Registration%20Database%20Chemical%20Disinfectants%202009-2020.pdf>
- The surface disinfectants with the following active chemicals are recommended as per table 2 below:

Table 2: Recommended disinfectants

Disinfectant Name	% Concentration
Chlorine / sodium hypochlorite based solutions	1000 ppm or 0.1% (1 part of 5% strength household bleach to 49 parts of water)
Alcohol	70-90% ethanol
Hydrogen Peroxide	>5%

- **Cleaning equipment and consumables to be provided in addition to normal cleaning requirements:**
 - Disposable cleaning cloths (green / white, yellow, red)
 - Disinfectant wipes
 - 10lt Buddy jug for diluting disinfectant
 - Pump bottles
 - Flat mop (either disposable or aluminium stick and tool labelled green / white, yellow and red)
 - Cleaning buckets (green / white, yellow, red) on a three-bucket mop wringer trolley
 - Rubber gloves (green / white, yellow, red)
 - Red biohazard plastic bags / clear heavy duty labelled plastic bags size 750 x 950mm

C3.10.3 Colour coding requirements for different facility areas

Separate cloths and mops should be used for passages and offices, kitchens, and bathrooms and be marked with different colours as follows:

Table 3: Colour coding requirements of equipment used in various facility areas

Area	Colour	PPE & Cleaning Equipment
Kitchen	Green / White	Cloths, mops, cleaning buckets, rubber gloves
Offices / other rooms	Yellow	Cloths, mops, cleaning buckets, rubber gloves

Bathrooms / toilets	Red	Cloths, mops, cleaning buckets, rubber gloves
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NB: Different personnel should be assigned to each of the aforementioned areas.

The machinery, equipment and consumables checklists are attached.

C3.10.4 Inflammable and Toxic Chemicals

The contractor shall not store or use any highly inflammable chemicals or materials on the property during the delivery of these services.

C3.10.5 Warning signs

- The Service Provider must supply neat warning signs or boards, which are of a size and design so as to be seen and recognised by the general public. These board/signs must be in place wherever work by the contractor's workers is in progress so as to bring to the attention of any person/staff that work is in progress.
- The Service Provider must have all warnings / boards made in English and another local language where possible for the full term of the contract / service.

C3.11. CLEANING AND DISINFECTION PROCEDURE(§)

- Open windows to ensure sufficient ventilation prior to cleaning and take security precautions to ensure equipment is safeguarded by closing windows after cleaning.
- An assessment of appropriate PPE to be used for cleaning and disinfection tasks must be performed by the supervisor to mitigate occupational health and safety-related risks.
- Plan where to put and take off PPE and discard all PPE in appropriate waste bins / red bio-hazard bags and seal properly.

C3.11.1 Hand hygiene and Donning (wearing) of PPE Protocol

- Prior to handling any PPE and commencing with cleaning duties, if hands are visibly dirty, always wash hands with soap and water properly for 40-60 seconds.
- If soap and water are not available and hands are not visibly dirty, rub hands for 20-30 seconds with a disinfectant alcohol-based handrub that contains at least 70-90% alcohol.
- Put on PPE in the sequence as follows:
 - i. Protective suit to cover entire body / Gown / Hazmat suit
 - ii. Approved mask, based on risk assessment
 - iii. Goggles or face shield

- iv. Rubber boots
- v. Perform hand hygiene before putting on gloves
- vi. Cleaning gloves (disposable vinyl or rubber gloves for environmental cleaning)

C3.11.2 Hand hygiene and doffing (taking off) of PPE protocol

- Safe removal / doffing procedures of PPE must be followed at all the times.
- Remove gloves - ensure glove removal does not cause additional contamination of hands.
- Remove gown
- Perform hand hygiene
- Remove face shield or goggles from behind
- Remove and discard the respirator (or facemask) – do not touch the front of respirator
- Perform hand hygiene as before.

C3.11.3 Environmental Cleaning

- **High-touch / frequently touched surfaces**

Elevator buttons, stairway handrails, doors, door handles / knobs, window handles, desks / table tops and work surfaces, cabinet and drawer handles, kitchen and food preparation areas, counter tops, copier or printer machine touch pads, personal computer keyboards and telephone pads, bathroom surfaces, toilets and taps and office equipment amongst others in accordance with hygiene norms and standards and the Department of Health COVID-19 Environmental Health Guidelines

- Refer to applicable cleaning under electric equipment, hard surfaces and soft surfaces in the subsequent / below sections.

- **Minimally touched surfaces – clean less frequently**

Ceilings, walls, floors, blinds.

- Refer to applicable cleaning under electric equipment, hard surfaces and soft surfaces in the subsequent sections.

C3.11.4 Preparation of disinfectant solution

- Gloves should be worn when handling and preparing disinfectant solutions.
- Protective eye wear should be worn in case of splashing.

- Disinfectant solution should be:
 - Made up daily in recommended concentrations and be used within a period of 24hrs.
 - Used mainly on hard, non-porous surfaces (it can damage textiles and metals).
- Sufficient time is required to kill the virus, i.e., at least 10 minutes contact time or as per the manufacturer's instructions.

C3.11.5 Cleaning of Electronic equipment

For desktop computers, laptops, touch screens, keyboards, mobile phones, tablets, printing equipment and other electronic equipment;

- i. Ensure all electronic equipment is switched off before wet wiping with cloth
- ii. Cover equipment which cannot be switched off with an impervious / waterproof material
- iii. Remove visible contamination with a soft cloth, taking care not to scratch the surfaces
- iv. Follow the manufacturer's instructions where available
- v. Use alcohol based wipes containing 70-90% alcohol or appropriate disinfectant
- vi. Dry surfaces thoroughly to avoid pooling of liquid and surface damage.

C3.11.6 Hard (Non-porous) surfaces

Non-carpeted floors, fabric-devoid walls, doors and door handles / knobs, table surfaces, counters in kitchens, public areas and bathrooms;

- i. Cleaning and disinfection to be performed using the proper PPE and adopting a cleaning system as prescribed by a formulated SOP
- ii. If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- iii. Using a cloth wetted with a disinfection solution via a pump bottle, wipe all the identified surfaces (protect electrical points/appliances). Allow sufficient contact time in line with manufacturer's specification for the chemical to act and break down the microorganisms.
- iv. All textiles (e.g curtains, etc.) should be first treated with 1% hypochlorite solution and then packed and sent to get washed in laundry using a hot-water cycle (90°C) and adding laundry detergent.
- v. If reusable gloves are used, they should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes.
- vi. Dispose all used PPE in red bio-hazard bags and seal properly.



- vii. Reusable items must be wiped down with disinfectant solution and allowed to air dry.
- viii. All buckets, buddy jugs and pump bottles must be wiped down with disinfectant and a clean cloth.
- ix. Consult the manufacturer's instructions for cleaning and disinfection products used and Clean hands immediately after gloves are removed as per the hand.

C3.11.7 Soft (Porous) surfaces

Carpeted floors, rugs, drapes and fabric chairs;

- i. Cleaning and disinfection to be performed using the proper PPE and adopting a cleaning system as prescribed by a formulated SOP
- ii. Clean the surface using soap and water or with detergents appropriate for use on porous surfaces or dry-wet vacuum cleaner for the carpet.
- iii. Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely, OR
- iv. Follow the PPE doffing protocols and clean hands as per the hand hygiene protocol.

C3.12. WASTE DISPOSAL AND TRANSPORT COSTS

C3.12.1 Waste disposal

- i. All the generated waste must be treated in isolation from other locally generated waste and be destroyed as per the requirements of the Hazardous Biological Waste
- ii. All generated waste including masks, gloves, sanitary wipes, cloths, protection suits and mop-heads should be treated as Health Care Risk Waste as per SANS 10248-1, 2008. Such waste must be discarded into red plastic bags, sealed and the bag placed into another red bag which must also be sealed.
- iii. All waste must be collected and placed in a lockable central area and a dedicated waste removal party must remove waste off the site. If no such area is available, waste must be removed from site on a daily bases or an alternative temporary, dedicated place be arranged with approval from the compliance officer or delegates.
- iv. The contracted company must collect the generated waste and incinerate locally. **A waste disposai certificate must be handed over to the Department.**
- v. In instances where the cleaning and disinfection was done due to a positive test result the contracted company must be informed of the Lab test result and such waste will be treated as Health Care Risk Waste and should be disposed of in accordance with the National Institute for Communicable Diseases (NICD) guidelines.



C3.12.2 Transport costs

- i. The service provider must include the transport costs in the waste removal costs.
- ii. Transport costs should further make provision for; transportation of labour personnel, materials and provision for meetings with the service manager. The quoted transport costs must cover the duration of the contract.

C3.13. INSURANCE

The Service Provider shall provide comprehensive insurance and maintain during the entire period of this contract (regardless of the duration of the contract, whether once-off, medium or long-term) as follows:

C3.13.1 General liability insurance

Operations and application hazard, collapse hazard, products, completed operations, contractual, independent contractors, broad form property damage and personal injury.

C3.13.2 Damage to electronic equipment and furniture, theft of materials and equipment

The Service Provider shall provide adequate insurance for the damage to electric and electronic equipment, furniture, theft of materials and equipment.

C3.13.3 Government of RSA as additional insured

The general liability policy required of the Contractor shall name "the Republic of South Africa, acting by and through the Presidency", as an additional insured with respect to operations performed under this contract.

C3.14. EXEMPTION FROM LIABILITY

The Service Provider agrees that the Government shall be exempted from liability and not be responsible for personal injuries or for damages to:

- i. any property of the Contractor,
- ii. its employees,
- iii. agents, or
- iv. any other person

arising from an incident / negligence or any other kind of loss as a result of intended or unintended actions of the Service Provider in performance of this contract.

C3.15. FAMILIARISATION WITH THE CLEANING AND DISINFECTION SITE

It is important that Service Providers familiarise themselves with the site prior to submitting a final tender offer and make provision for all material, equipment use / hire, overhead costs, transport costs, Labour costs (including statutory requirements as per the Basic Conditions of Employment Act, 1997 (No. 75 of 1997)), Occupational Health Safety costs and profit; in relation to the size and requirements per each facility / site.

C3.16. CERTIFICATE OF DISINFECTION

The Service Provider must issue a laminated / Electronic (PDF format) Certificate of Disinfection against COVID-19 containing the following details: (1) Company details, (2) Brief scope (3) Place of disinfection (4) Area of disinfection (5) Date(s) of disinfection (6) NRCS registration number and product information (7) Contact details of supervisor / site manager (8) Responsible person (Company Director / Contracts Manager) (**see attached example**).

C3.17. AN OFFICIAL ORDER FOR APPOINTMENT OF SERVICES

- An official order for the cleaning and disinfection of each facility on acceptance of the Service Provider's offer will be issued to the Service Provider by the Departmental Representative.
- The Service Provider shall not proceed with any work without the official order form. Payments can be delayed if order numbers do not appear on invoices submitted by the Service Provider for payment.
- Fraudsters are targeting Service Providers. The Department of Public Works and infrastructure warns ALL service providers about a scam, wherein unscrupulous people use the name of the Minister, Deputy Minister, Director-General and other officials of the department to invite service providers to deliver large amounts of goods to various departmental buildings. If there is a suspicion of fraud, the Service Provider must contact the National Anti-Corruption Hotline on **0800 701 701** or contact the Head of Supply Chain Management from which the tender has been advertised.

C3.18. JOB CARDS AND ATTENDANCE REGISTER OF EMPLOYEES

C3.18.1 Job cards

- Job cards shall be completed in black ink in all respects for each day the service provider

has worked on site. Job cards shall be in accordance with the example included in this document and duplicating or printing thereof shall be for the Service Provider's account.

- Incomplete and incorrect job cards shall be returned to the Service Providers with invoices. Contractors are to state the name of the client department, for which the work was done, e.g. Justice / DPWI, etc. on the job cards.

C3.18.2 Employees attendance register

The Service Provider must on a daily basis capture the details of the employees and submit the register on a prescribed format to the Project Leader for the purpose of reporting on job opportunities created under this contract.

C3.19. PARTICULAR SPECIFICATIONS OF THIS CONTRACT

SL The Department of Employment and Labour: Workplace Preparedness: COVID-19 (SARS-CoV-19 virus)

C3.20. BID PRICE

The total bid price for this service must include all labour and material required for the proper execution of the work and shall be carried to the **Form of offer** which must be returned together with this document.

C3.21. HEALTH AND SAFETY FILE

NOTE that a successful bidder will be required to sign the service level agreement and keep a Health and Safety file which must easily accessible for inspection and be handed over to the Department on request.

C3.22. SECURITY CLEARANCE

The successful bidder including his employees might be required to undergo a security clearance before acceptance or anytime during the operation of the contract.



OFFER

AMOUNT IN WORDS:.....
.....

NAME OF TENDERER:

SIGNATURE OF TENDERER:

CONTRACT PERSON:

POSTAL ADDRESS:

TELEPHONE:

MOBILE NUMBER:

FAX:

EMAIL ADDRESS:

- The attached Bill of Quantities, with all the items correctly priced, multiplied, added up and completed in black ink, must be submitted as a completed document with the Tender Document. The tender price must be carried over to the FRONT PAGE (FORM OF OFFER AND ACCEPTANCE)
- All the pages of the tender document must be initialled in black ink



C3.23. CHECKLIST FOR COVID-19 PERSONAL PROTECTIVE EQUIPMENT (PPE)

ITEM NO.	DESCRIPTION OF ITEM	ITEM CHECKED (TO BE TICKED OFF)	
		YES	NO
1.	Cleaning gloves (disposable vinyl or rubber gloves for environmental cleaning: green / white, yellow, red)		
2.	Masks appropriate for the task (risk-based assessment)		
3.	Protective suit to cover entire body / Gown / Hazmat suit		
4.	Disinfectant alcohol-based hand rub (70-90% alcohol content)		
5.	Liquid hand wash		
6.	Clean single-use towels (e.g. paper towels)		
7.	Large plastic bags (Red, transparent)		
8.	Collection container for used PPE		
9.	Rubber boots		
10.	Goggles, face shield		
11.	Collection container for waste PPE		

DATE: _____

NAME (PRINT): _____

DESIGNATION: _____

SIGNATURE: _____

CLIENT STAMP



3.24. CHECKLIST FOR MACHINERY, EQUIPMENT AND CONSUMABLES

ITEM NO.	DESCRIPTION OF ITEM	ITEM CHECKED (TO BE TICKED OFF)	
		YES	NO
1.	Machinery for disinfection		
2.	Neutral cleaning detergents		
3.	Disinfectant chemical		
4.	Disinfectant alcohol-based handrub		
5.	Disposable cleaning cloths (green / white, yellow, red)		
6.	Disinfectant wipes		
7.	10lt Buddy jug for diluting disinfectant		
8.	Pump bottles		
9.	Flat mop (either disposable or aluminium stick and tool labelled green / white, yellow and red)		
10.	Cleaning buckets (green / white, yellow, red)		
11.	Rubber gloves (green / white, yellow, red)		
12.	Red biohazard plastic bags / clear heavy duty labelled plastic bags size 750 x 950mm		

DATE: _____

NAME (PRINT): _____

DESIGNATION: _____

SIGNATURE: _____

CLIENT STAMP

C3.25. JOB CARD

CONTRACTOR	COMPLAINT NO:		ORDER NO:		TENDER NO:																																			
	DEPT:		BUILDING:		TOWN:																																			
	DESCRIPTION OF COMPLAINT:																																							
	REPORTED BY:		TEL. NO:		DATE:																																			
	CONTRACTOR:		CONTACT NO:																																					
	DESCRIPTION OF WORK EXECUTED BY THE CONTRACTOR (to be supplemented with a report if required):																																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 5%;">No</th> <th style="width: 15%;">Area Room No.</th> <th style="width: 45%;">Description of material used on site</th> <th style="width: 15%;">Unit E.g./m²/m/No</th> <th style="width: 20%;">Qty</th> </tr> <tr><td>1.</td><td></td><td></td><td></td><td></td></tr> <tr><td>2.</td><td></td><td></td><td></td><td></td></tr> <tr><td>3.</td><td></td><td></td><td></td><td></td></tr> <tr><td>4.</td><td></td><td></td><td></td><td></td></tr> <tr><td>5.</td><td></td><td></td><td></td><td></td></tr> <tr><td>6.</td><td></td><td></td><td></td><td></td></tr> </table>						No	Area Room No.	Description of material used on site	Unit E.g./m ² /m/No	Qty	1.					2.					3.					4.					5.					6.				
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4.																																								
5.																																								
6.																																								
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Equipment																																								
Workmanship																																								
(A break down invoice must be separately provided to indicate labour, material, travel, equipment hire, profit & % and VAT)																																								
*** A separate job card must be signed by the contractor for each day worked on site																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%;">Labour type</th> <th style="width: 15%;">Date on site (dd/mm/yyyy)</th> <th style="width: 10%;">Time in</th> <th style="width: 10%;">Time out</th> <th style="width: 5%;">Hrs</th> <th style="width: 15%;">No. on site</th> <th style="width: 15%;">Total hrs</th> </tr> <tr><td>Artisan</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Labourer</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>						Labour type	Date on site (dd/mm/yyyy)	Time in	Time out	Hrs	No. on site	Total hrs	Artisan							Labourer																				
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Name of Artisan:		Job complete:	Yes	Date of completion:																																				
		No		Signature:																																				
<p>I certify that I personally checked the contractor's work and it has been executed satisfactorily. I have received the scrap material <input type="checkbox"/>, not received scrap material <input type="checkbox"/> (I however do not certify technical correctness of the work)</p>																																								
CLIENT	Name: Telephone no:					OFFICE STAMP																																		
	Designation: Signature: Date:																																							
	***Client to please retain copy for audit purposes																																							
DEPARTMENT	<input type="checkbox"/>	State owned		The work / service is certified as complete																																				
	<input type="checkbox"/>	Leased property		Signature:																																				
	<input type="checkbox"/>	Physically inspected		Name:																																				
	<input type="checkbox"/>	Telephonic confirmation with:		Designation/ Rank:																																				
	<input type="checkbox"/>	Tel. no:		Date:																																				

MYDISINFECTION COMPANY (PY) LTD.

Company Reg. no: 2000/123456/01

MyDisinfection Company
Building, Street, Physical address
PO Box 1234, Pretoria, 0001

Tel: 012 345 6789

Fax: 012 345 6788

Email: mydisinfectioncompany.co.za

Certificate of Disinfection

This facility has been disinfected using disinfectants registered by the National Regulator for Compulsory Specifications (NRCS) and products approved by the SABS to combat and reduce the risk of spread of SARS-COV-2, the virus that causes COVID-19

Name of institution: Department of Public Works and Infrastructure
Building name: Central Government Offices (CGO) Building
Physical address: 256 Madiba Street, Pretoria
Area of disinfection (m²): 1650m²
Scope: Deep cleaning and disinfection of 10 x rooms, 2 x kitchens & all ablutions etc.

Disinfectant(s) used:

- DPWI 3 in 1 Sodium Hypochlorite disinfectant
- Ethyl Alcohol Disinfectant

NRCS registration no.

- Act5GNR/529/123456/040/0001
- Act5GNR/529/123456/040/0002

Start date: 2020-06-15

Completion date: 2020-06-20

Service supervisor: Ms Mavis Microbiologist
(mavis.microbiologist@disinfect.co.za)

Contact no: 060 123 4567

Professional no: PCO 12345

Company representative: Mr Kgosi Morena

Capacity: Managing Director



Signature

14 July 2021

Date:



**PRICE LIMIT SCHEDULE: CLEANING AND DISINFECTION OF FACILITIES TO COMBAT AND REDUCE
THE RISK OF THE SPREAD OF CORONAVIRUS DISEASE (COVID-19)**

Area / Item (m ²)	Area range description	Price Limits	
		Lower rate (R / m ²)	Highest rate (R / m ²)
1 1'000m ²	1'000m ² ≤ (less than & including 1'000m ²)	R8,00	R11,50
2 1'000m ² to 1'500m ²	>1'000m ² Area ≤ 1'500m ² (greater than 1'000m ² , less than & including 1'500m ²)	R6,50	R8,00
3 1'500m ² to 2'000m ²	>1'500m ² Area ≤ 2'000m ² (greater than 1'500m ² , less than & including 2'000m ²)	R6,00	R6,50
4 2'000m ² to 5'000m ²	>2'000m ² Area ≤ 5'000m ² (greater than 2'000m ² , less than & including 5'000m ²)	R4,50	R6,00
5 5'000m ² to 10'000m ²	>5'000m ² Area ≤ 10'000m ² (greater than 5'000m ² , less than & including 10'000m ²)	R4,00	R4,50
6 10'000m ² to 20'000m ²	>10'000m ² Area ≤ 20'000m ² (greater than 10'000m ² , less than & including 20'000m ²)	R3,50	R4,00
7 20'000m ² to unlimited	>20'000m ² (greater than 20'000m ² to an unlimited area)	R0,00	R3,50

*During the invitation of quotations / tenders, this price limit schedule must be communicated to Service Providers as the limit rate the Department of Public Works and Infrastructure is willing to pay for the COVID-19 related cleaning and disinfection service.

DEPARTMENT OF PUBLIC WORKS

PLACE _ DEPARTMENT - STATE BUILDINGS

CLEANING AND DISINFECTION OF FACILITIES TO COMBAT AND REDUCE THE RISK OF THE SPREAD OF CORONAVIRUS DISEASE (COVID-19)

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QTY	SUPPLY RATE	AMOUNT
	<p>The facility floor area is a quick guide to arrive at a cost by multiplying a rate x area. Since the current focus of cleaning and disinfection is on high-touch or frequently touched areas, the demand for disinfectant will be less, so will the applicable disinfection area, which can be 20-to-40% of the floor area</p> <p>Facility floor area: 1 000 000,00 m2</p> <p>Conditions of Contract: Compliance with all contractual requirements and obligations in terms of the General Conditions of Contract, the Contract Data and SOW</p>				
1	<p>Insurance for Works, Public Liability, Special Risks (SASRIA) Occupational Compensation (COID)</p> <p>Occupational Health & Safety: Compliance with the requirements of the applicable Act, compilation of safety file including specified additional requirements</p>	Sum			
2	<p>Safety Officer: Appoint Competent Risk Assessor for all work-related risks</p> <p>Labour requirements including provision for UIF, Provident Fund, Skills Delivery Levy, Leave, COIDA, training costs and other benefits to undertake decontamination of facility as required with an area 1 000 000,00 m2</p>	Sum			
3	Supervisor wages	No			
4	Cleaner's wages	No			
5	Provision of Personal Protective Equipment including disposable white boiler suit / gown , gum boots, gloves, masks, goggles, shoe covers and hand disinfectants for use by employees of the Service Provider	No			
6	Supervisor PPE	No			
7	Cleaner's PPE	No			
7	<p>Warning sign boards and cordoning off the area to indicate disinfection in progress and no access / Hazardous Biological Action / Indicate surface slippery when wet, work in progress</p> <p>Chemical disinfection and cleaning in progress warning signs</p> <p>Disinfection of different types of surfaces by first cleaning (dry-wet vacuum / wet wiping according to the surface) with a neutral detergent as specified followed by disinfection using a National Regulator for Compulsory Specification's (NRCs) approved disinfectant appropriate for the surface, allowing a specified contact period and leave area buffed and ready for use</p>	No			
8	<p>Cleaning with neutral detergent and Disinfection of surfaces and buffing 1 000 000,00 m2</p> <p>Provide all necessary machinery, equipment and materials to ensure effective cleaning of carpets and floors and leaving disinfected surface in a good state of use</p>	m2			
9	Materials and equipment: Provide for the sum of R.....	sum			

TOTAL CARRIED FORWARD					R	-
ITEM	DESCRIPTION	UNIT	QTY	SUPPLY RATE	AMOUNT	
TOTAL BROUGHT FORWARD					R	-
	Disposal of waste including masks, gloves, sanitary wipes, cloths, protection suits and mop-heads and collection by a contracted waste disposal company					
10	Health care risk waste disposal	Sum				
	Transport cost for ferrying labour personnel, provision of materials and attending meeting with the project leader					
11	Transport	km				
FINAL SUMMARY EXCLUDING PROFIT						
PROFIT						
TOTAL INCLUDING PROFIT AMOUNT EXCLUDING VAT						
15% VAT						

TOTAL INCLUDING PROVISIONAL AMOUNT INCLUDING 15% VAT TO BE CARRIED FORWARD TO FORM OF OFFER (PA-32)

R



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Bidders Quality Performance Evaluation

The bidder to Demonstrate Competence and Experience in delivering Decontamination Projects

The Employer:.....

Bidders name:.....

Project Value:.....

Project Title:.....

Project period:.....

Brief description of work done by bidder:

.....

.....

.....

Will require References and pose the following questions:

STATEMENT OF QUALITY	POOR 1	AVERAGE 2	SATISFACTORY 3	GOOD 4	EXCELLENT 5
1. Certificate of completion, cleaning schedule and cleaning methods as evidence of quality of workmanship. (Also Indicate Professional number)					
2. Compliance with disinfectant registered by the National Regulator of Compulsory Specifications (NRCS) and approved by SABS. (Attach a letter from the employer)					
3. Compliant with SABS approved disinfectant alcohol based hand rub with a minimum of 70% - 90% alcohol. (Manufacture Certificate to be attached)					

Name of evaluator:

Position:

Signature of evaluator:

Date:

