

PA-03 (GS): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES BIDDERS FOR THE PROVISION OF THE BELOW GOODS AND SERVICES

Quotation description:	THE SUPPLY, INSTALLATION AND MAINTENANCE OF HYGIENE SERVICES (SANITARY SHE BINS) IN THE WESTERN CAPE FOR 3 MONTHS		
Quote no:	200H12	Closing date:	16/01/2025
Closing time:	11:00	Validity period:	84 days

1. RESPONSIVENESS CRITERIA

1.1. Indicate substantive responsiveness criteria applicable for this tender. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

1	<input checked="" type="checkbox"/>	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2	<input checked="" type="checkbox"/>	Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
3	<input checked="" type="checkbox"/>	All parts of tender documents submitted must be fully completed in ink and signed where required
4	<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
5	<input checked="" type="checkbox"/>	Submission of PA-32: Invitation to Bid
6	<input type="checkbox"/>	Submission of record of attending compulsory briefing session. insert motivation why the tender clarification meeting is declared compulsory
7	<input type="checkbox"/>	Registration on National Treasury's Central Supplier Database.
8	<input checked="" type="checkbox"/>	Submission of duly completed PA-32. Grand total on pricing schedule to be carried over to the PA-32, failure to do so will result to the quotation being disqualified.
9	<input checked="" type="checkbox"/>	Resolution to sign/resolution of signatruues is mandatory in the event where a delegation to sign the bid document to someone other than a director or member or shareholder and the signature of the delegated person must be appended in the signed resolution letter. (where applicable)
10	<input type="checkbox"/>	
11	<input type="checkbox"/>	
12	<input type="checkbox"/>	

1.2. Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable.

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

1	<input type="checkbox"/>	Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's .
2	<input 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.

3	<input checked="" type="checkbox"/>	Submission of (PA-11): Bidder's disclosure.
4	<input checked="" type="checkbox"/>	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	<input checked="" type="checkbox"/>	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer
6	<input type="checkbox"/>	Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.
7	<input type="checkbox"/>	
8	<input type="checkbox"/>	
9	<input type="checkbox"/>	
10	<input type="checkbox"/>	

1.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below document if not provided in the original tender proposals, Failure to comply with the criteria stated hereunder shall result in the tenderer not allocated points for specific goals.

1	<input checked="" type="checkbox"/>	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2	<input checked="" type="checkbox"/>	A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Certificate issued by a SANAS accredited service provider

2. 80/20 POINTS SCORING SYSTEM WILL BE APPLICABLE FOR THIS BID

3. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS

3.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".
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			Or <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

4. COLLECTION OF QUOTATION DOCUMENTS:

All quotations must be completed on the official forms provided with this invitation and completed in ink, preferably black. Completed forms must be delivered to the Department of Public Works and Infrastructure at the following address or email below.

This quotation is subject to the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Attached Terms and Conditions should be signed and submitted with the official documents.

The taxes of the successful service provider must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations.

☐ Quotation documents may be collected during working hours on _____ at the following address

☐ A **select** pre-bid meeting with representatives of the Department of Public Works and Infrastructure will take place at **insert address** on **dd/mm/yyyy** starting at **insert time**.

5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager	Ms W Botes	Telephone no:	021 402 2240
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Cellular phone no	072 029 2820	Fax no:	n/a
E-mail	wanda.botes@dpw.gov.za		
5.2. SCM enquiries may be addressed to:			
SCM Official	Ms R Mouton	Telephone no:	021 402 20276
Cellular phone no	n/a	Fax no:	n/a
E-mail	riana.mouton@dpw.gov.za		

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00am** on **16/01/2025**.

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

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

All bids must be submitted on the official forms – (not to be re-typed)

<p>QUOTATION DOCUMENTS MAY BE DROPPED AT:</p> <p><i>Tender box at Customs House Main entrance, Lower Heerengracht Street Cape Town 8001</i></p> <p>OR</p> <p>QUOTATION DOCUMENTS MAY BE POSTED TO : N/A</p>	<p>OR</p>	<p>QUOTATION DOCUMENT MAY BE EMAILED TO:</p> <p><i>CPT.Quotations@dpw.gov.za</i></p>
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Invitation to Bid: PA-32

PART A
INVITATION TO BID (EXEMPTION)

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

BID NUMBER:	200H12	CLOSING DATE:	16/01/2025	CLOSING TIME:	11:00
DESCRIPTION	THE SUPPLY, INSTALLATION AND MAINTENANCE OF HYGIENE SERVICES (SANITARY SHE BINS) IN THE WESTERN CAPE FOR 3 MONTHS				

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT

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

MAIN ENTRANCE CUSTOMS HOUSE

LOWER HEERENGRACHT STREET

CAPE TOWN

OR EMAILED TO: CPT.Quotations@dpw.gov.za

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:

ARE YOU THE ACCREDITED
REPRESENTATIVE IN SOUTH AFRICA
FOR THE GOODS /SERVICES /WORKS
OFFERED?

☐ Yes

☐ No

[IF YES ENCLOSE PROOF]

ARE YOU A FOREIGN
BASED SUPPLIER FOR
THE GOODS
/SERVICES /WORKS
OFFERED?

☐ Yes

☐ 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	NDPWI	CONTACT PERSON	Ms W. Botes
CONTACT PERSON	Ms R Mouton	TELEPHONE NUMBER	021 402 2240/ 072 029 2820
TELEPHONE NUMBER	021 402 2076	FACSIMILE NUMBER	n/a
FACSIMILE NUMBER	n/a	E-MAIL ADDRESS	wanda.botes@dpw.gov.za
E-MAIL ADDRESS	riana.mouton@dpw.gov.za		

Invitation to Bid: PA-32

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).
- 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.

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)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ 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.

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: BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest (1) in the enterprise, employed by the state?

YES / NO

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

(1) the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

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- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES / NO

- 2.2.1 If so, furnish particulars:

.....
.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES / NO

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name).....
in submitting the accompanying bid, do hereby make the following statements that I
certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

² 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.



- 3.7 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 89 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 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

This form has been aligned with SBD4

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

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PA-16: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 **Preference Points System to be applied**

(tick whichever is applicable).

- ☒ The applicable preference point system for this tender is the **80/20** preference point system.
- ☐ The applicable preference point system for this tender is the **90/10** preference point system.
- ☐ Either the **90/10** or **80/20** preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 **Points for this tender shall be awarded for:**

1.3.1 **Price; and**

1.3.2 **Specific Goals**

1.4 **The maximum points for this tender are allocated as follows:**

CHOOSE APPLICABLE PREFERENCE POINT SCORING SYSTEM	<input checked="" type="checkbox"/> 80/20	<input type="checkbox"/> 90/10
PRICE	80	90
SPECIFIC GOALS	20	10
Total points for Price and Specific Goals	100	100

1.5 Breakdown Allocation of Specific Goals Points



1.5.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

			<p>and</p> <ul style="list-style-type: none"> • Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.



1.5.2. For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.

Table 2

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> • SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> • Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p>

			<ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>



5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none">ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
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1.5.3. For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 3 below are applicable.

NB. The use of one of goal numbers' 4 or 5 is mandatory. The BSC must select either one of the two, but not both.

Table 3

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	4	<ul style="list-style-type: none">SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none">Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none">Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none">Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none">Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51%	2	<ul style="list-style-type: none">SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

	owned by black women (mandatory)		
4. <input type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> • SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> • Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>
OR			
5. <input type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable

Black people mean Africans, Coloureds and Indians, who - (a) are citizens of the Republic of South Africa by birth or descent; or (b) became citizens of the Republic of South Africa by naturalisation - (i) before 27 April 1994; or (ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date. (BROAD-BASED BLACK ECONOMIC EMPOWERMENT ACT No 25899, 2003 of 9 JANUARY 2004).

- 1.6 Failure on the part of the tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals, if the service provider/ tenderer did not submit proof or documentation required to claim for specific goals will be interpreted to mean that preference points for specific goals are not claimed.
- 1.7 The organ of state reserves the right to require of a service provider/tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations,

- competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) & \text{or} & Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) & \text{or} & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1,2 and 3 above as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 4: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people	4	10		
2. Located in a specific Local Municipality or District Municipality or Metro or	2	2		

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Province area for work to be done or services to be rendered in that area				
3. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black women	2	4		
4. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people with disability	2	2		
5. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black youth.*	2	2		

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium
 One-person business/sole propriety
 Close corporation
 Public Company
 Personal Liability Company
 (Pty) Limited
 Non-Profit Company

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
 - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

PA- 40: DECLARATION OF DESIGNATED GROUPS

Tender no: _____

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

Tender no:

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), 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



TABLE OF CONTENTS

1. PA-03 (GS): Notice and Invitation For Quotation
2. PA 32: Invitation to Bid
3. Specification (where applicable)
4. Pricing Schedule
5. Revised PA-11
6. PA-16
7. PA-40
8. Other documents (if applicable):

-
-
-

SPECIAL CONDITIONS / MANDATORY BID CONDITIONS

1. The forms in the Table of Contents and on the PA-03(GS): Notice and Invitation for Quotation should be properly completed and signed and returned on or before the due date and time.
2. **NB:** PA11: Bidder's Disclosure should be properly/duly completed, dated and signed. *Bidders or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise must disclose any interest in any other related enterprise whether or not they are bidding for this contract.*
3. The total offer on the pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quote will be deemed as non-responsive and will not be evaluated further.
4. No late, incomplete or quotations with correctional fluid will be accepted.
5. Deposit your Quotation into the Quotation box on the Ground floor, customs House Lower Heerengracht, Cape Town.
6. Quotations are valid for 84 days for thresholds from R2 000.00 up to R1 million.
7. The bidder must make provision for exchanges and or changes in sizes where applicable at no additional cost to the Department.
8. Failure to comply with product specifications and inability to meet delivery times will render the purchase order to be cancel. If the bidder is a VAT vendor /registered the bidder is required to explicitly state the VAT amount.
9. Bidders must include VAT at 15% in their bid offers if VAT Vendor.

10. Resolution to sign/resolution of signatures is mandatory in the event where a delegation to sign the bid document to someone other than a director or member or shareholder and the signature of the delegated person must be appended in the signed resolution letter (where applicable).
11. In the event that one or more bidders are equal in all respects the award will be decided by drawing of lots.
12. Bidders must ensure that PA 32 is duly completed, failure to complete in full will result to elimination.

OTHER BID CONDITIONS

1. The Department reserves the right to negotiate the offer where it is found not to be market related.
2. All goods supplied must be approved by the South African Bureau of Standards (SABS) if applicable.
3. The Department reserves the right to request any additional information and / or samples of items quoted before mass production is undertaken at no cost to the Department if applicable.
4. Bidders should have an office/branch in the Western Cape
5. Bidders must be registered on the CSD and tax matters should remain compliant throughout the procurement process.
6. Due to a high volume of quotations received it is advisable to hand deliver your quotation to ensure receipt thereof.
7. Technical enquiries must be directed to the Project Leader as indicated on the PA-03 (GS).
8. The Department will contract with the successful bidder with an official order.
9. No work may commence without an official Departmental order.



CLEANING SERVICES: SANITARY REMOVAL IN THE WESTERN CAPE:

TERMS OF REFERENCE

The Department of Public Works and Infrastructure, Cape Town Regional Office intends to appoint a service provider with relevant experience to suppling of sanitary bins (she bins) and liners. As well as the providing of the service of bi-weekly removal of sanitary liners and replacing with new liners.

1. SCOPE OF CONTRACT

- 1.1 This contract is for the supply, installation and maintenance of Sanitary Bins, as detailed in Schedule A.

2. CONTRACT DURATION

- 2.1 This quotation will be valid for a period of 3 months commencing from the date of the letter of acceptance.

3. DEFINITIONS & INTERPRETATION

- 3.1 "Bid": includes "quotation, and vice versa.
- 3.2 "Service Provider": means the successful bidder in terms of this Bid, and Supplier as referred to in the General Conditions of Contract
- 3.3 "Premises" and "site": means the physical location where the services are to be rendered.
- 3.4 "The Contract": means the contract arising from the formal acceptance of a bid, governed by the General Conditions Contract, and as supplemented and/or varied by the terms of this document.
- 3.5 "The Department" / "NDPWI": means the National Department of Public Works and Infrastructure (NDPWI)
- 3.6 "The General Conditions of Contract": means the General Conditions of Contract (GCC) issued in accordance with Chapter 16A of the Treasury Regulations published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999).
- 3.7 "User Department" / "Client": means the Department of Justice and Constitutional Development (DOJCD).
- 3.8 Any reference to the singular shall include the plural, and *vice versa*, unless the context clearly indicates otherwise.
- 3.9 Any reference to one gender shall include the other, as well as gender-neutral persons and/or entities.



**THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS**

4. SCHEDULE OF REQUIREMENTS

Bidders are required to submit schedule A (Pricing Schedule, Pg. 4-7) in all respects together with their tenders.

5. OBSERVANCE OF HEALTH REGULATIONS

The following documents must be read in conjunction with this quotation.

- 5.1 All regulations prescribed by the State Health Department or by the local government authority concerned, which have a bearing on this contract, must be observed meticulously by the service provider.
- 5.2 Municipal by-laws and any special requirements of the Local Government Authority.
- 5.3 Occupational Health and Safety Act, 85 of 1993
- 5.4 The National Environmental management: Waste Act, 59 of 2008
- 5.5 The National regulations on Health Risk Waste (NEMWA Act 59 of 2008)
- 5.6 Draft health care risk waste management regulation

6. CLEANING AND REMOVAL OF SANITARY BINS (SCOPE OF WORKS)

- 6.1 Sanitary bin removals must be as stated in schedule A, annexed hereto and must be carried out to the satisfaction of the NDPW&I.
- 6.2 At every service each unit must be emptied, then fully sanitised and cleansed with an SANS regulated and approved disinfectant detergent spray, and fitted with a new bin liner.
- 6.3 Lids must have handles for cleaner's convenience.
- 6.4 Should the Service provider be uncertain about the scope of work to be executed under this contract, NDPW&I must be immediately requested to clarify its instructions.

7. SITE VISITS

Bidders must visit the various sites to familiarise themselves with the circumstances and conditions pertaining to the service.

8. PRICING

- 8.1 The Service Provider must provide all the necessary transport and labour for the duration of the contract.
- 8.2 Prices quoted for each year as per the pricing schedule, must be firm and market related.
- 8.3 This contract is a fixed priced contract and no adjustments will be made for any increases or decreases on quoted rates, except for VAT rate adjustments.
- 8.4 Changes in price will only be considered if VAT increases or decreases.
- 8.5 Failure to quote for all items will lead to disqualification of the bid.

9. PAYMENT

- 9.1 The Service Provider will be paid monthly in arrears on submission of an invoice.
- 9.2 The job card must be certified by the Officer in charge of the relative building or institution or his/her nominated official, to the effect that the quantities reflected thereon are correct and that the service has been performed satisfactorily.
- 9.3 The service provider will receive payment only for removals actually performed.
- 9.4 The Department will not be held liable or responsible for payment of any extra removals performed by the service provider without prior written permission of the NDPW&I.



**THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS**

10. DEFAULT

- 10.1 The service provider will be held liable for all expenses, which may be incurred by his/her failure to perform any portion of this contract and the manner in which the service ought to be performed.
- 10.2 Final resolutions to complaints of the defaulting service provider will be decided by the Director General of NDPW&I or the Regional Manager or the delegated authority, who will be empowered, whenever necessary to hire transport and labour to complete the service as a charge to the service provider.
- 10.3 Cancellation of the contract with immediate effect. The conditions of contract contained in the PA 10(FM) for the provision of services will apply in this instance.

11. DAMAGE

- 11.1 The service provider must make good all damage, which was caused by him/her or his/her employees within five (5) working days of being given written notice to do so. If not, the expenses of having the repairs effected will be for the Service provider's account.
- 11.2 In the event of the damage being caused to the service provider's equipment by the NDWP&I due to negligence or malicious behaviour/acts, the equipment must be made good by the Service provider and the costs for such damage will be charged to the NDWPI.

12. SESSION AND ASSIGNMENT

Neither the whole nor any portion of the contract will be ceded, assigned, made, sub-contracted or transferred to any other party without the prior written consent of the Director General of NDPW&I, or Regional Manager or the delegated authority, having been obtained.

13. VARIATIONS IN CONTRACT

Should any of the premises served by this Contract be vacated or should the service for any other reason become wholly unnecessary, the Service provider agrees to claim no payment in respect of such centre and the contract shall be considered as cancelled in respect of such centre.

14. CLAIMS

The Service provider will indemnify, protect, defend and hold harmless the Client from and against any and all claims, demands, actions and proceedings whatsoever including all fees, costs and expenses incurred in respect thereof arising out of;

- (a) Any claim in respect of any taxes payable by the service provider.
- (b) Any claim for Workmen's Compensation Insurance or any loss for which the Service provider is liable.
- (c) Any claim by the third person including any employees of the Client of the Service provider for any loss resulting from any bodily injury and or damage to property by any act or omission of the Service provider or any of its employees or agents.

15. GENERAL

Inquiries may be directed to the following officials:

Specification Enquiries : Ms W Botes
Tel: (021) 402-2240
Wanda.botes@dpw.gov.za



**THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS**

SCHEDULE A

EXAM PLE	PLACE	UNIT PRICE (Each)	TIMES OF REMOVAL	NO. OF BINS INCLUDING SERVICE	3 MONTHS
E.G	Citrusdal Periodic Magistrates Court	R80.00	Fortnightly	1	R480.00

	PLACE	UNIT PRICE (Each)	TIMES OF REMOVAL (2 per month)	NO. OF BINS INCLUDING SERVICE	3 MONTHS
1.	Acacia Park	R	Fortnightly	3	R
2.	Fernwood Estate	R	Fortnightly	3	R
3.	Groote Schuur Estate	R	Fortnightly	4	R
4.	Atterbury House/The Box	R	Fortnightly	5	R
5.	Cape High Court	R	Fortnightly	60	R
6.	Cape Town Magistrates Court	R	Fortnightly	21	R
7.	Customs House	R	Fortnightly	40	R
8.	Justitia Building	R	Fortnightly	26	R
9.	Labour Court, Loop Street	R	Fortnightly	4	R
10.	Liberty Life Centre	R	Fortnightly	4	R
11.	Masters of High Court, Dullar Omar Building	R	Fortnightly	32	R
12.	Cape Town: Union Castle Building	R	Fortnightly	4	R
13.	Albertinia Magistrates Court	R	Fortnightly	4	R
14.	Ashton Periodic Magistrates Court	R	Fortnightly	3	R
15.	Athlone Magistrates Court	R	Fortnightly	10	R
16.	Athlone: Bhorat Centre – (Maintenance Court)	R	Fortnightly	3	R
17.	Atlantis Magistrates Court	R	Fortnightly	12	R
18.	Beaufort West Magistrates Court	R	Fortnightly	5	R
19.	Bellville Magistrates Court	R	Fortnightly	28	R
SUB TOTAL (To carried over to summary page) R					



THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS

	PLACE	UNIT PRICE (Each)	TIMES OF REMOVAL (2 per month)	NO. OF BINS INCLUDING SERVICE	3 MONTHS
20.	Bishop Lavis Magistrates Court	R	Fortnightly	8	R
21.	Blue Downs Magistrates Court	R	Fortnightly	17	R
22.	Bonnievale Magistrates Court	R	Fortnightly	3	R
23.	Bredasdorp Magistrates Court	R	Fortnightly	2	R
24.	Caledon Magistrates Court	R	Fortnightly	7	R
25.	Calitzdorp Magistrates Court	R	Fortnightly	3	R
26.	Ceres Magistrates Court	R	Fortnightly	4	R
27.	Citrusdal Periodic Magistrates Court	R	Fortnightly	1	R
28.	Clanwilliam Magistrates Court	R	Fortnightly	6	R
29.	Darling Periodic Magistrates Court	R	Fortnightly	2	R
30.	Franschoek Periodic Magistrates Court	R	Fortnightly	2	R
31.	George Family Advocate Court	R	Fortnightly	5	R
32.	George Magistrates Court	R	Fortnightly	21	R
33.	Goodwood Magistrates Court	R	Fortnightly	14	R
34.	Grabouw Magistrates Court	R	Fortnightly	4	R
35.	Gugulethu: Fezeka Community Court	R	Fortnightly	7	R
36.	Heidelberg Magistrates Court	R	Fortnightly	4	R
37.	Hermanus Magistrates Court	R	Fortnightly	2	R
38.	Hopefield Magistrates Court	R	Fortnightly	2	R
39.	Khayelitsha Magistrates Court	R	Fortnightly	43	R
40.	Knysna Magistrates Court	R	Fortnightly	18	R
41.	Kuilsriver Magistrates Court	R	Fortnightly	8	R
42.	Laaiplek Magistrates Court	R	Fortnightly	1	R
43.	Ladismith Magistrates Court	R	Fortnightly	3	R
SUB TOTAL (To carried over to summary page)					R



**THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS**

	PLACE	UNIT PRICE (Each)	TIMES OF REMOVAL (2 per month)	NO. OF BINS INCLUDING SERVICE	3 MONTHS
44.	Laingsburg Magistrates Court	R	Fortnightly	4	R
45.	Leeu Gamka Periodic Magistrates Court	R	Fortnightly	1	R
46.	Lutzville Periodic Magistrates Court	R	Fortnightly	2	R
47.	Malmesbury Magistrates Court	R	Fortnightly	7	R
48.	Mitchell's Plain Magistrates Court	R	Fortnightly	23	R
49.	Montagu Magistrates Court	R	Fortnightly	3	R
50.	Moorreesburg Magistrates Court	R	Fortnightly	3	R
51.	Mosselbay Magistrates Court	R	Fortnightly	12	R
52.	Muizenberg Magistrates Court	R	Fortnightly	1	R
53.	Murraysburg Magistrates Court	R	Fortnightly	2	R
54.	Oudtshoorn Magistrates Court	R	Fortnightly	15	R
55.	Paarl Magistrates Court	R	Fortnightly	12	R
56.	Paarl Regional Office	R	Fortnightly	7	R
57.	Parow Magistrates Court	R	Fortnightly	15	R
58.	Philippi Magistrates Court	R	Fortnightly	8	R
59.	Piketberg Magistrates Court	R	Fortnightly	2	R
60.	Porterville Magistrates Court	R	Fortnightly	3	R
61.	Prince Albert Magistrates Court	R	Fortnightly	3	R
62.	Rawsonville Periodic Magistrates Court	R	Fortnightly	1	R
63.	Riversdale Magistrates Court	R	Fortnightly	8	R
64.	Robertson Magistrates Court	R	Fortnightly	3	R
65.	Simon's Town Magistrates Court	R	Fortnightly	9	R
66.	Somerset West Magistrates Court	R	Fortnightly	8	R
67.	Stellenbosch Magistrates Court	R	Fortnightly	4	R
68.	Strand Magistrates Court	R	Fortnightly	5	R
SUB TOTAL (To carried over to summary page)					R



**THE SUPPLY, INSTALLATION AND MAINTANANCE OF
HYGIENE SERVICES SANITARY SHE BINS IN THE
WESTERN CAPE FOR 3 MONTHS**

	PLACE	UNIT PRICE (Each)	TIMES OF REMOVAL (2 per month)	NO. OF BINS INCLUDING SERVICE	3 MONTHS
69.	Swellendam Magistrates Court	R	Fortnightly	8	R
70.	Thembalethu Magistrates Court	R	Fortnightly	10	R
71.	Touws River Periodic Magistrates Court	R	Fortnightly	1	R
72.	Tulbagh Magistrates Court	R	Fortnightly	2	R
73.	Uniondale Magistrates Court	R	Fortnightly	2	R
74.	VanRhynsdorp Magistrates Court	R	Fortnightly	1	R
75.	Vredenburg Magistrates Court	R	Fortnightly	4	R
76.	Vredendal Magistrates Court	R	Fortnightly	4	R
77.	Wellington Magistrates Court	R	Fortnightly	6	R
78.	Wolseley Magistrates Court	R	Fortnightly	2	R
79.	Worcester Magistrates Court	R	Fortnightly	26	R
80.	Worcester Family court	R	Fortnightly	2	R
81.	Wynberg Magistrates Court	R	Fortnightly	30	R
82.	Merweville Periodic Court	R	Fortnightly	1	R
83.	Villiersdorp Periodic Court	R	Fortnightly	1	R
84.	Barrydale Periodic Court	R	Fortnightly	1	R
SUB TOTAL (To carried over to summary page)					R

**FAILURE TO TRANSFER THE SUB-TOTALS 3 MONTHS TO THE SUMMARY PAGE (PAGE 8) WILL
RESULT IN ELIMINATION.**



SUMMARY PAGE

- NB:** 1. The grand total offer for this contract must include all labour and materials required for the proper execution of the work.
2. The grand total offer must be carried over to the PA-32 (Invitation to Bid form), which must be returned together with this document.
3. Failure to transfer the grand total offer to the PA-32 (invitation to bid form) will result in elimination from the bidding process.

	TOTAL OFFER
3 MONTHS SUB-TOTAL (PAGE 4)	R
3 MONTHS SUB-TOTAL (PAGE 5)	R
3 MONTHS SUB-TOTAL (PAGE 6)	R
3 MONTHS SUB-TOTAL (PAGE 7)	R
TOTAL	R
OPERATIONAL COSTS (%) Labour, materials required, bins required, transport, etc.	R
MARK-UP/ PROFIT PERCENTAGE (%)	R
VAT at 15% (if a VAT vendor)	R
GRAND TOTAL OFFER: (To be carried forward to the Invitation to Bid Form PA-32)	R

- **FAILURE TO TRANSFER THE GRAND TOTAL OFFER TO THE PA-32
(INVATATION TO BID) WILL RESULT IN ELIMINATION**