



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

Private Bag X54315, Durban, 4000, Tel (031) 314 7000
Corner of West and Aliwal Streets, Durban

From: NATIONAL DEPARTMENT OF PUBLIC WORKS

Tel: (031) 314 7003

Enquiries: Siphon Masuku / Gugulethu Mbongwa Ref: DBNQ24/05/49

Email: jabu.ngcokana@dpw.gov.za / Email: gugulethu.mbongwa@dpw.gov.za

ADDENDUM NOTICE FOR : DBNQ24/05/49 That was advertised on the Departmental website on the 23/05/2024 with administrative requirements that were erroneously omitted in PA 03(GS).

**DBNQ24/05/49 – JUSTICE: UMZUMBE MAGISTRATE COURTS:
PROVISIONING OF CLEANING AND HYGIENE SERVICES FOR A PERIOD
OF 12 MONTHS @ (1065) SQM**

TENDERERS ARE NOTIFIED THAT DBNQ24/05/49 WAS ADVERTISED ON THE DEPARTMENTAL WEBSITE ON THE 23/5/2024 WITH ADMINISTRATIVE REQUIREMENTS THAT WERE ERRONEOUSLY OMITTED IN PA 03 (GS)

**SITE BRIEFING DATE IS STILL 28/05/2024 AT 11:00AM
CLOSING DATE IS STILL THE 31/05/2024 AT 11AM.**

TENDERERS TO TAKE NOTE OF THE CORRECTED PA 03(GS) ON THE DEPARTMENTAL WEBSITE, WHICH REPLACES THE ONE THAT WAS ATTACHED TO THE BID DOCUMENT ADVERTISED.

ORIGINAL ADVERT DATE: 23/05/2024

ADDENDUM NOTICE DATE : 24/05/2024

THOKOZANI ZWANE
ASD - SCM: ACQUISITION

Supply Chain Management
For: **REGIONAL MANAGER**

24/05/2024

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:	JUSTICE : UMZUMBE MAGISTRATE COURT : PROVISIONING OF CLEANING AND HYGIENE SERVICES FOR A PERIOD OF 12 MONTHS @ (1065) SQM		
Quote no:	DBNQ24/05/49	Closing date:	31/05/2024
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 checked="" type="checkbox"/>	Submission of record of attending compulsory briefing session. For clarification of scope of work
7	<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database.
8	<input checked="" type="checkbox"/>	Submission of BCCCI certificate, valid as the time of closing (subject to verification)
9	<input checked="" type="checkbox"/>	The tenderer shall submit his fully completed Bill Of Quantities Document (complete document inclusive of all parts) together with his tender
10	<input checked="" type="checkbox"/>	The Department reserves the right NOT to award if you have three (03) long term contracts (for period more than 24 months) of similar nature that are running concurrently, for fair distribution of work amongst service providers
11	<input type="checkbox"/>	Specify other responsiveness criteria
12	<input type="checkbox"/>	Specify other responsiveness criteria

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 checked="" 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 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.

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 checked="" type="checkbox"/>	Submission of valid letter good standing (COIDA), subject to verification
8	<input type="checkbox"/>	Specify other responsiveness criteria
9	<input type="checkbox"/>	Specify other responsiveness criteria
10	<input type="checkbox"/>	Specify other responsiveness criteria

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 BBEE 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.

			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 ***insert date*** at the following address ***insert physical address insert postal code***.

A ***compulsory*** pre-bid meeting with representatives of the Department of Public Works and Infrastructure will take place at ***Umzumbe Magistrate Court*** on ***28/05/2024*** starting at ***11:00***.

5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager	Jabu Ngcokana	Telephone no:	
-----------------------------	---------------	----------------------	--

Cellular phone no	083 289 8156	Fax no:	
E-mail	jabu.ngcokana@dpw.gov.za		

5.2. SCM enquiries may be addressed to:

SCM Official	Gugulethu Mbongwa	Telephone no:	031 314 7003
Cellular phone no	066 262 2671	Fax no:	
E-mail	gugulethu.mbongwa@dpw.gov.za		

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00** on **31/05/2024**.

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>157 Monty Naicker Street Box number 16</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>N/A</p>
---	------------------	---



ANNEXURE TO PA-03 (GS):

NOTICE AND INVITATION FOR QUOTATION

Project title:	JUSTICE : UMZUMBE MAGISTRATE COURT : PROVISIONING OF CLEANING AND HYGIENE SERVICES FOR A PERIOD OF 12 MONTHS @ (1065) SQM		
Reference no:	19/2/3/2/12/870		

Quotation No:	DBNQ24/05/49		
Advertising date:	23/05/2024	Closing date:	31/05/2024
Closing time:	11:00am	Validity period:	84 Days

BIDDERS TO TAKE NOTE OF THE FOLLOWING

- The Department reserves the right **NOT** to award if you have three (03) long term contracts (for period more than 24 months) of similar nature that are running concurrently, for fair distribution of work amongst service providers.
- Bidder must be in good standing with Workman’s Compensation (COIDA)
- Bidder to submit a copy of BCCCI certificate, valid as at the time of closing (subject to verification)
- Attendance of compulsory site briefing for clarification of scope of work
- Bidders to submit fully priced Bill of Quantities (complete document inclusive of all parts) together with their bid
- Submission of PA 32 : Invitation to bid

Compiled by **SCM Practitioner**

Signature:  24/05/2024

GUGULETHU MBONGWA
SAO - SCM
TEL: 031 314 7003

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