



Request for Proposal for Cleaning Services to the Denel Group for a period of three (3) years

BID NUMBER: (REF: DG500/25/03/2026)

TIMELINES OF THE BID PROCESS

BRIEFING SESSION	
DATE:	28 th April 2026
TIME:	10:00
VENUE:	Denel Irene Campus 28/04/2026 @10:00 Denel Kempton Park & Denel Vehicle Systems 29/04/2026 @10:00 Denel PMP Lotus & PMP West Campus 30/04/2026 @10:00 Denel Land Systems & SANDF 04/05/2026 @10:00
COMPULSORY:	Yes
BID SUBMISSION	
DATE: ISSUED	15 th April 2026
CLOSING DATE:	20 th May 2026

Annexure A



CLOSING TIME:	11:00
VALIDITY PERIOD:	180 DAYS

TENDER BOX ADDRESS:

DENEL SOC LTD
DENEL DYNAMICS RECEPTION
NELLMAPIUS DRIVE
IRENE

All dates and times in this bid are South African standard time.

Any time or date in this bid is subject to change at Denel SOC Ltd discretion. The establishment of a time or date in this bid does not create an obligation on the part of Denel SOC Ltd to take any action, or create any right in any way for any bidder to demand that any action be taken on the date established. The bidder accepts that, if Denel SOC Ltd extends the deadline for bid submission (the Closing Date) for any reason, the requirements of this bid otherwise apply equally to the extended deadline.

TIMELINE OF THE BID PROCESS

The period of validity of tender and the withdrawal of offers, after the closing date and time is 180 days. The project timeframes of this bid are set out below:

Activity	Due Date
Advertisement of bid on Government e-tender portal	15th April 2026
Questions relating to bid from bidder(s) Q&A	



Questions – from the 04th - 07th May 2026	Responses 08/05/2026 All Q&As will be published on the portal
Bid closing date	20th May 2026 at 11:00
Notice to bidder(s)	Denel SOC Ltd will endeavour to inform bidders of the progress until conclusion of the tender.

1. CONTACT AND COMMUNICATION

- 1.1 A nominated official of the bidder(s) can make enquiries in writing, to the tender committee via email address TenderResponse@denel.co.za. Bidder(s) must reduce all telephonic enquiries to writing and send to the above email address.
- 1.2 The delegated office of Denel SOC Ltd may communicate with Bidder(s) where clarity is sought in the bid proposal.
- 1.3 Any communication to an official or a person acting in an advisory capacity for Denel SOC Ltd in respect of the bid between the closing date and the award of the bid by the Bidder(s) is discouraged.
- 1.4 All communication between the Bidder(s) and Denel SOC Ltd must be done in writing.
- 1.5 Whilst all due care has been taken in connection with the preparation of this bid, Denel SOC Ltd makes no representations or warranties that the content of the bid or any information communicated to or provided to Bidder(s) during the bidding process is, or will be, accurate, current or complete. Denel SOC Ltd, and its employees and advisors will not be liable with respect to any information communicated which may not accurate, current or complete.
- 1.6 If Bidder(s) finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by Denel SOC Ltd (other than minor clerical matters), the Bidder(s) must promptly notify Denel SOC Ltd in writing of such discrepancy, ambiguity, error or inconsistency in order to afford Denel SOC Ltd an opportunity to consider what corrective action is necessary (if any).



- 1.7 Any actual discrepancy, ambiguity, error or inconsistency in the bid or any other information provided by Denel SOC Ltd will, if possible, be corrected and provided to all Bidder(s) without attribution to the Bidder(s) who provided the written notice.
- 1.8 All persons (including Bidder(s)) obtaining or receiving the bid and any other information in connection with the Bid or the Tendering process must keep the contents of the Bid and other such information confidential, and not disclose or use the information except as required for the purpose of developing a proposal in response to this Bid.

2. SUBMISSION OF PROPOSALS

- 2.1 Bid documents shall only be placed in the tender box OR couriered to the aforesaid address (Denel SOC Ltd, Nellmapius Drive, Irene) on or before the closing date and time.
- 2.2 The bidder(s) are required to submit one (1) original file and one (1) Memory Stick with content of each file by the **20th May 2026 at 11:00**. Each file and Memory Stick must be marked correctly and sealed separately for ease of reference during the evaluation process.
- 2.3 Bidders are requested to initial each page of the tender document on the top right-hand corner.

3. LATE BIDS

- 3.1 Bids received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and where practicable, be returned unopened to the Bidder(s).



CHECKLIST OF COMPULSORY RETURNABLE SCHEDULES AND DOCUMENTS

Please adhere to the following instructions:

Tick in the relevant block below

Ensure that the following documents are completed and signed where applicable:

Use the prescribed sequence in attaching the annexures that complete the Tender Document

NB: Should all of these documents not be included; the Tenderer will be disqualified on the basis of non-compliance.

YES NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | One (1) original file and one (1) electronic copy on a USB for Qualifying and Functionality Evaluations |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure A: Invitation to Tender (with a signature of an authorised representative of the Tenderer) |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure B: General Conditions of Contract |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure C: Declaration of Interest/Bidder's Disclosure |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure D: SBD 6.1 Preference point System |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure E: Pricing Schedule |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure F: Supporting Documents to the Specification |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexure G: POPIA |



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**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF DENEL

1 SUPPLIER INFORMATION

The following section must be completed by the bidder. Failure to do so may result in the offer being rejected.

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE / SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BBE SUBMITTED IN ORDER TO QUALIFY FOR POINTS CLAIMED]					



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 THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES NO
- DOES THE ENTITY HAVE A BRANCH IN THE RSA? YES NO
- DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO
- DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? YES NO
- IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? YES NO

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



**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 in the manner prescribed in the bid document.**
- 1.3. This bid is subject to the Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations, 2022, the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract (SCC).
- 1.4. **The successful bidder will be required to fill in and sign a written contract form (SBD7).**
- 1.5. Bidders are advised to initial all pages of their bid.
- 1.6. **Submission of RFQ responses**

Responses to this RFQ must be submitted before the closing date and time indicated on the cover page of the RFQ.
- 1.7. Denel is not bound to accept any of the offers submitted and reserves the right to:
 - 1.7.1 Reject bids that are not according to Specifications / Terms of Reference;
 - 1.7.2 Reject bids with incomplete standard bidding documents (SBD's);
 - 1.7.3 Request further information from any bidder after the closing date of the bid for clarity purposes;
 - 1.7.4 Conduct site inspection/s to verify the infrastructure of bidders before final selection and award;
 - 1.7.5 Not to award the bid if the bid price is not market related;
 - 1.7.6 Not to award the bid to a bidder whose tax matters have not been declared by the SARS to be in order;
 - 1.7.7 Reject a bid if the bidder has committed a proven corrupt or fraudulent act in competing for any contract;
 - 1.7.8 Award the bid in totality to one or partially to more than one bidder.
 - 1.7.9 Conduct reference / background checks on bidders and / or individuals to, among other things, verify information provided by a bidder, confirm a firm's existence and track record, identify its owners and affiliations or verify an individual's educational and professional credentials.
- 1.8. The Denel may, prior to award of the bid, cancel the bid if:
 - 1.8.1. Due to changed circumstances, there is no longer a need for the goods or services requested;



- 1.8.2. Funds are no longer available to cover the total envisaged expenditure;
- 1.8.3. No acceptable tenders are received;
- 1.8.4. Due to material irregularities in the tender process.
- 1.9. Any effort or attempt by a bidder to influence the award decision in any matter may result in the rejection of the bid.
- 1.10. Costs incurred by the bidder in respect of attending any briefing / information / site visit / presentation will be borne by the bidder and Denel will not be liable to reimburse such costs incurred by the bidder or his/her representative/s.
- 1.11. Cost incurred by the bidder in preparing and submission of any bid proposal will be borne by the bidder and Denel will not be liable to reimburse such costs incurred by the bidder or his/her representative/s.
- 1.12. Denel shall on receipt of any proposal relating to this bid become the owner thereof and shall not be obliged to return any proposal.
- 1.13. The bidders shall indemnify the Denel against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the goods or any part thereof by the Denel.
- 1.14. Denel reserves the right to request a bidders latest audited financial statements prior to the award of the bid in order to ascertain financial stability of the bidder. Failure by a bidder to provide such information upon request may result in the rejection of the bid submitted by the bidder.
- 1.15. Subcontracting: Tenderers or contractors must submit proof of subcontracting between the main tenderer and the subcontractor. Proof of subcontracting arrangement may include a subcontracting agreement between the main tenderer and the subcontractor.
- 1.16. The Denel reserves the right to request final presentation only to the short listed bidders to the evaluation committee. The shortlisted service providers will be subjected to present their service offering in line with the bid requirements/scope of work. The DENEL might also conduct site visit to ensure the firm existence and validate the firm's proposed capacity/employees and administration office.
- 1.17. The service provider must have duly approved operational premises with the necessary infrastructure to provide services and relevant accreditation by the relevant body. Before the awarding of the tender a due diligence site visit will be carried out at the premises of the service provider.
- 1.18. Supplier Performance Management is viewed by the Denel as critical component in ensuring value for money acquisition and good supplier relations between the Denel and all its suppliers. The successful bidders shall upon receipt of written notification of an award, be required to conclude a SLA with the Denel, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier's performance level and ensure effective delivery of service, quality and value-add to Denel's business. Successful bidders are required to comply with the above condition, and also provide a scorecard on how their product / service offering is being



measured to achieve the objectives of this condition.

- 1.19. The DENEL respects your privacy and acknowledge that your submission/s will contain personal details, which may belong to you, others and / or to your company (Personal Information). By sending us your submissions, you expressly give us consent to process and further process the Personal Information contained therein which processing will be done in accordance with POPIA, the DENEL POPIA policy and our standard section 18 informed consent documentation which sets out why we need the Personal Information, what we will do with it, and who we will share it with, which you are to familiarise yourself with by downloading it from our website i.e. www.denel.co.za
- 1.20. Unless stated otherwise in this Tender or as mutually agreed upon by both parties prior to award of the Tender, all payments due to creditors for goods delivered / services rendered will be settled within thirty (30) days from receipt of an invoice.

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 the South African Revenue Service (SARS) to enable the Denel to verify the taxpayer's (Bidder's) profile and tax status.
- 2.3 Application for a Tax Compliance Status (TCS) Pin may be made via e-filing through the SARS website www.sars.gov.za
- 2.4 Bidders may also submit a printed Tax Compliance Status (TCS) certificate together with the bid.
- 2.5 In bids where consortia / joint ventures / sub-contractors are involved each party must submit a separate TCS certificate / Pin / CSD number.
- 2.6 Where no TCS Pin is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.
- 2.7 No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with members persons in the service of the state.
- 2.8 Foreign suppliers with neither South African tax obligations nor history of doing business in South Africa must complete the questionnaire on page 2 and 3 of Annexure A. In instances where a recommendation for award of a bid will be made to a foreign bidder, the Denel will submit the bidders completed Annexure A bid document to the South African Revenue Service. The South African Revenue Service will then issue a confirmation of tax obligations letter to the Denel confirming whether or not the foreign entity has tax obligations in South Africa.

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.



**PART C
DECLARATION BY BIDDER**

I, in my capacity as
..... hereby declare that I have read and
understood the contents and conditions of this bid and certify that the information furnished is true
and correct. I accept that, in addition to cancellation of a contract, action may be taken against me
should the information provided prove to be false.

Signature:
Date:

Annexure B

General Conditions of Contract

In accordance with the Framework for Supply Chain Management [Section 76 (4) (c) of the PFMA] that was promulgated in Government Gazette Number 25767 on 5 December 2003 as Treasury Regulations, National Treasury is required to issue general conditions of contract and bid documentation for supply chain management.

This Request for Quotation and any contract emanating from this Request for Quotation are subject to the General Conditions of Contract (GCC) which were revised in July 2010.

The General Conditions of Contract (GCC) revised and issued by National Treasury in July 2010 are available on the website of National Treasury.

http://ocpo.treasury.gov.za/Resource_Centre/Legislation/General%20Conditions%20of%20Contract-%20Inclusion%20of%20par%2034%20CIBD.pdf



Annexure C

Bidder's Disclosure



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 interest¹ 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.



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.
- 3.4 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.
- 3.5 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.
- 3.6 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

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.



PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature Date

.....
Position Name of bidder

Annexure D

Preference Points Claim Form in terms of the
Preferential Procurement Regulations 2022

**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 To be completed by the organ of state

The applicable preference point system for this tender is the 80/20 preference point system.

- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
 - (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a 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:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

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:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

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 below 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 1: 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.)

KPI	90/10	80/20
Spend on 51% Black owned entities	2	4
Spend on 30% Black women owned entities	1	2
Spend on exempted micro enterprises	1	2
Spend on qualifying small enterprises	1	2
Spend on 51% BDG Owned companies(Optional Bonus)	1	2

Recognition Value	BEE Level	Score 90/10	Score 80/20
None	N/C	0	0
10% Recognition	8	1	2
50 - 60% Recognition	6, 7	3	6
80 - 100% Recognition	5,4	4	8
110 - 135% Recognition (Value Adding)	1,2 & 3	5	10

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
- State Owned Company

[TICK APPLICABLE BOX]

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:



PRICING SCHEDULE SERVICES: ANNEXURE E

Annexure E

Pricing Schedule for Services



PRICING SCHEDULE SERVICES: ANNEXURE E

SBD3.3

NAME OF BIDDER:

1. PRICING SCHEDULE/S

1.1 Item 1:

All prices must be in South African rand value and must be inclusive of VAT.

1.1.1 Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of VAT for the project.

R

1.1.2 Any other costs not included in the above price?

*YES	NO
------	----

* If YES, please specify



PRICING SCHEDULE SERVICES: ANNEXURE E

- 1.1.3 Cost break-down of ceiling price in 1.1.1
Bidders are required to indicate the cost component/s used for determining the ceiling price as given in 1.1.1 above.

Description	Cost (VAT Incl.)

- 1.1.4 Period required for commencement of the project after acceptance of bid?

- 1.1.5 Are the rates quoted firm for the full period of the project?

YES	*NO
-----	-----

- 1.1.6 *If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.



PRICING SCHEDULE SERVICES: ANNEXURE E

Denel Kempton Park Campus Combined Hygiene Consumables

Consumables	Estimated Quantity	Frequency	Price	Total
Kitchen and bathroom paper towels, 2 ply minimum required	Paper towels 60	Monthly		
Urinals pee mat	100	Monthly		
Seat wipes	2 boxes	Monthly		
Furniture polish	48	Monthly		
Dishwashing liquid	X2 25LT	Monthly		
Handy Andy	X1 25LT	Monthly		
Toilet paper, 2 ply minimum required	150 Bale	Monthly		
SHE bins & Heavy Duty	X 10 pkt , 50 pkt	Monthly		
Pine gel	X2 25 liter	Monthly		
Jeys Fluids	X4 5L	Monthly		
Refuse bags heavy Duty	X6 Bale	Monthly		
Small Plastic Bag	X100	Monthly		
Geep Green	X2 25 LT	Monthly		
Mepol H Floor Polish	X2 25LT	Monthly		
Steel Wool	X1 Bail	Monthly		
Deo Blocks	X10 5LT	Monthly		
Cheery Air	X2 25LT	Monthly		
Bleach	X2 25LT	Monthly		
Surgical Gloves	X1 Box	Monthly		
General Purpose/heavy duty elbow length gloves	X5 pkt	Monthly		
Window Squeezes	X2	Every after 3months		
Dishwashing cloths (small for washing and big for drying)	10 of each	Every after 3months		
Toilet Brush Set	X20	Every after 3months		
Mop Heads	X20	Every after 3months		
Mop Stick	X10	Every after 3months		
Feather Dust Small	X30	Every after 3months		
Feather Dust Big	X20	Every after 3months		
Microfiber cloth color coded for different area	20 of each color	Every after 3months		
Vacuum Cleaners	X15	Once off		
Wet-Dry Vacuum	X1	Once off		
Buffing Machine	X1	Once off		
Wet Floor Sign	X15	Once off		
Bucket and Wringer	X10	Once off		

DENEL LAND SYSTEMS HYGIENE & PRODUCT SUMMARY

1. RENTAL

PRODUCT DESCRIPTION	W/SS/G	SERVICE FREQUENCY	PRICE	TOTAL
SHE bin (Manual)	W (SANDF)	75 x 2 p/m		
SHE bin	SS			

2. CONSUMABLES

PRODUCT DESCRIPTION	ESTIMATED QUANTITY & FREQUENCY	PRICE	TOTAL
Urinal sanitiser refill (Deo Blocks)	10 x 5kg pm		
Toilet seat sanitiser refill (Seat Wipes)	2 x 100 per Box p/m		
SHE bin liners	2 x Bales of 200 each p/m		
Foam Soap refill	25 x 5 litres p/m		
Paper towel refill	15 x packs of 6 p/m		
office bin liners	2 x packs p/m		
Air freshener refill	15 p/m		
Toilet roll 500 sheet (2 ply)	15 bales p/m		
Toilet roll 500 sheet (1 ply)	80 bales p/m		
Decar Rolls	70 x pack of 8 p/m		
Hand Towel	70 x packs of 6 p/m		
Garage rolls	15 p/m		
Hand soap (25l)	25 x 5 litres p/m		
P-mat (yellow)	100 x P-mats p/m		
refuse bags -jumbo	10 bale		
Furniture Polish	40x300ml p/m		

3. DEEP CLEANING

PRODUCT DESCRIPTION	FREQUENCY	PRICE	TOTAL
Toilet	4 x p/year		
Basins	4 x p/year		
Shower	4 x p/year		
Urinal	4 x p/year		
Carpets	4 x p/year		

DENEL PMP CAMPUS HYGIENE & PRODUCT SUMMARY**1. RENTAL**

PRODUCT DESCRIPTION	W/SS/G	SERVICE FREQUENCY	PRICE	TOTAL
SHE bin (Manual)	PMP	18 p/m		

2. CONSUMABLES

PRODUCT DESCRIPTION	ESTIMATED QUANTITY & FREQUENCY	PRICE	TOTAL
Deo Blocks	3 x 5kg pm		
SHE bin liners	2 x packs of 10 each p/m		
Foam Soap refill	25 x 5 litres p/m		
hand towel	28 x packs of 6 p/m		
office bin liners	4 x packs p/m		
Air freshener (250ml)	24 p/m		
Toilet roll 500 sheet (1 ply)	30 bales p/m		
Hand soap (25l)	25L x 5 litres p/m		
P-mat (green and red)	30 Green and 30 Red p/m		
refuse bags -jumbo	40 bale p/m		
Pine gel	25L X3 p/m		
Furniture Polish	60x300ml p/m		

3. DEEP CLEANING

PRODUCT DESCRIPTION	FREQUENCY	PRICE	TOTAL
Toilet	2x p/year		
Basins	2x p/year		
Shower	2x p/year		
Urinal	2x p/year		
Carpets	2x p/year		

SANDF HYGIENE & PRODUCT SUMMARY

1. RENTAL

PRODUCT DESCRIPTION	W/SS/G	SERVICE FREQUENCY	PRICE	TOTAL
SHE bin (Manual)	W (SANDF)	75 x 2 p/m		
SHE bin	SS			

2. CONSUMABLES

PRODUCT DESCRIPTION	ESTIMATED QUANTITY & FREQUENCY	PRICE	TOTAL
Urinal sanitiser refill (Deo Blocks)	10 x 5kg pm		
Toilet seat sanitiser refill (Seat Wipes)	2 x 100 per Box p/m		
SHE bin liners	2 x Bales of 200 each p/m		
Foam Soap refill	25 x 5 litres p/m		
Paper towel refill	15 x packs of 6 p/m		
office bin liners	2 x packs p/m		
Air freshener refill	15 p/m		
Toilet roll 500 sheet (2 ply)	15 bales p/m		
Toilet roll 500 sheet (1 ply)	80 bales p/m		
Decar Rolls	70 x pack of 8 p/m		
Hand Towel	70 x packs of 6 p/m		
Garage rolls	15 p/m		
Hand soap (25l)	25 x 5 litres p/m		
P-mat (yellow)	100 x P-mats p/m		
refuse bags -jumbo	10 bale		
Furniture Polish	40x300ml p/m		

3. DEEP CLEANING

PRODUCT DESCRIPTION	FREQUENCY	PRICE	TOTAL
Toilet	4 x p/year		
Basins	4 x p/year		
Shower	4 x p/year		
Urinal	4 x p/year		
Carpets	4 x p/year		



Specification for procurement Tender- Annexure F

Annexure F

Specifications / Terms of Reference for bids
(For procurement above R1m)



Specification for procurement Tender- Annexure F

1 INTRODUCTION

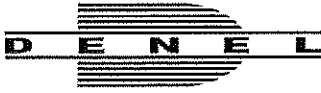
- 1.1 Denel (SOC) Ltd is the largest manufacturer of defence equipment in South Africa and operates in the military Aerospace and Landwards defence environment. Incorporated as a private company in 1992 in terms of the South African Companies Act (No 62 of 1973)
- 1.2 Denel's sole shareholder is the South African Government and the following are Divisions / units that constitute Denel:
 - Denel Irene Campus
 - Denel Lyttelton (SANDF, DLS and Waterkloof)
 - Denel Kempton Park Campus
 - Denel PMP (Lotus Garden and Pretoria West)
 - Denel Benoni Campus
 - Denel Alberton Campus

2. PURPOSE OF THIS REQUEST FOR PROPOSAL (RFP)

- 2.1 Denel is looking to appoint a suitable, competent and qualified five (5) service providers to render the service of cleaning, hygiene and consumables for the period of three (3) years.

3. SCOPE

- 3.1 The scope of work includes cleaning of buildings internal floors, ablutions, kitchens, external surroundings, deep cleaning, vacuuming and other cleaning related and complimentary services.
- 3.2 The service provider shall provide all necessary machinery, tools and material for proper cleaning of the mentioned areas and execution of the work. Such material and machinery must be of a high standard appropriately maintained and suitable for use within the buildings.
- 3.3 The service provider shall ensure that the OHS act and any other relevant legislative prescripts, policies and procedures are observed, and shall ensure that all cleaning functions and activities are carried out in a compliant manner.
- 3.4 The cleaning of all buildings in all Campuses includes the following:
 - entrances /Receptions
 - stairs and landings
 - vinyl /cement/carpets
 - offices and office areas
 - Kitchens
 - corridors
- 3.5 The successful service provider will provide a comprehensive cleaning service including the following, but not limited to:
 - a) Repetitive daily cleaning services, including window cleaning to reachable elevations in accordance with procedures outlined below
 - b) Weekly cleaning of blinds
 - c) Sporadic cleaning services such as unreachable elevations, facades etc.



Specification for procurement Tender- Annexure F

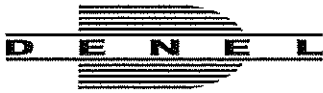
- d) Reactive cleaning services such as during emergencies
- e) The provision of cleaning staff, materials, equipment, uniforms etc.
- f) Deep cleaning of carpets, using industrialised specialised carpets machines
- g) Services to be carried out in areas that include boardrooms, passage areas, offices, workshops, and bathrooms.

3.6 The relevant buildings vary in size and the respective floor area is outlined below:

Office	Floor Area (m2)
Denel Irene Campus	
Denel Lyttelton (SANDF, DLS and Waterkloof)	
Denel Kempton Park Campus	
Denel PMP (Lotus Garden and Pretoria West)	
Denel Benoni Campus	
Denel Alberton Campus	
Total	

3.7 The provision of consumables, to be replenished as when required, such as:

Consumables	Estimated Quantity as per current usage (Attached as Annexure F1)	Frequency
Kitchen and bathroom paper towels, 2 ply minimum required		Monthly
Urinals pee mat		Monthly
Seat wipes		Monthly
Furniture polish		Monthly
Dishwashing liquid		Monthly
Handy Andy		Monthly
Toilet paper, 2 ply minimum required		Monthly
Dishwashing cloths (small for washing and big for drying)		Monthly
SHE bins		-
Pine gel		Monthly
Hand wash liquid soap		Monthly
Microfibre cloth colour coded for		Monthly



Specification for procurement Tender- Annexure F

different area		
General Purpose/heavy duty elbow lenth gloves		Monthly

3.8 Cleaning equipment requirements

3.8.1 The successful service provider shall be expected to provide appropriate and adequate equipment per identified area to be serviced. All tools and equipment provided shall be of acceptable quality standards. Acceptable quality equipment would be brand names recognised within the facilities management industry as being durable and reliable in service. Thus, the minimum required cleaning equipment are as follows:

Equipment	Unit Price Denel Irene	Unit Price Denel Lyttelton	Unit Price Denel PMP	Unit Price Denel Kempton Park	Unit Price Denel Benoni	Unit Price Denel Alberton
Low noise vacuum cleaners						
Industrial specialised carpets machines, for deep cleaning						
Industrial mops						
Brooms						
Feather dusters						
Polishers						
Blowers for external areas						
Janitorial trolleys (single, double)						
Carpet brushes						



Specification for procurement Tender- Annexure F

Dust pans with brush set						
Caution /Hazards sign						
Wet and dry Vacuum Cleaner						

3.8.2 The successful bidder must ensure that cleaning staff are fully trained with regards to the operation of all equipment being utilized during the contract. The appointed cleaning contractor should be compliant with COIDA in respect of injuries and damage sustained from the use .

3.9 Walls and floor finishes

3.9.1 The outlined finishes are guidelines and bidders are advised to acquaint themselves with the extent of building finishes during the site clarification meeting. Bidders may also conduct a comprehensive assessment of the relevant buildings through prior arrangement with the relevant Denel representative, timeously.

a) Internal Walls

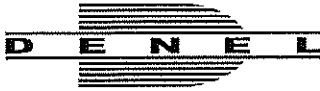
Building walls are vastly painted with water-based paint on plastered masonry and glass dry walling.

b) Internal Floors

Building floors consists of various SANS approved finishes i.e. carpet tiles, Porcelain tiles etc. The successful service provider will be expected to clean the different surfaces in accordance with the manufacturer's specifications.

3.10 The table below indicates the office areas to be serviced and the relevant finishes.

Service Area	Floor Finishes
Offices	Carpets tiles
Passages	Porcelain tiles, vinyl tiles
Reception, staircase and main entrances	Porcelain Tiles, Vinyl Tiles
Meeting rooms, conference rooms, boardrooms, Executive offices, CEO's office	Carpets, tiles, vinyl
Kitchens	Porcelain tiles, vinyl tiles
Toilets	Porcelain tiles, vinyl tiles
Storerooms	Porcelain tiles, carpet tiles
Emergency escape	Porcelain tiles



Specification for procurement Tender- Annexure F

3.11 The table below specifies the descriptive cleaning for floor/wall finishes.

Floor/ Wall Finishes	Cleaning Descriptive
Vinyl Floors	Mopping of floors
	Sweep high traffic areas with a chemically saturated mop
	Washing of vinyl floors
	Scrubbing of vinyl floors to remove marks
	Polishing with non-slippery polish using rotary machines, usage of energy efficient vacuum cleaners and polisher
	Spray buffing
	Strip and seal where sealing is worn
Porcelain Floors	Sweeping and damp mopping of floors with approved agents
	Usage of mop with clean water to remove visible marks
	Rotary machine for buffing of floors with approved brushes
	Acidic chemical agents may not be used on floor surfaces, floors may be washed with water only
Carpet Floors	Vacuuming with low noise vacuum cleaners
	Removal of dirty marks
	Shampoo carpets with environmentally friendly cleaning agents
Cement Screeds	Sweeping of floors with brooms and scrubbing with soap and water for removal of marks
Glassed partitioning	Removal of dirty marks on glassed doors and windows
Roller blinds	Washing with antistatic chemical agent
Metal surfaces	Cleaning and sanitization of metal surfaces with alcohol-based disinfectants
Painted walls, wooden panels	Cleaning of walls, wooden paneling and partitions with a soft damp cloth. Removal of marks from walls, doors, electric plugs and light switches, etc. Reporting of damage to paint or wood.

3.12 Standard Cleaning Tasks and Activities.

3.12.1 The following activities but not limited to, will be carried out by the successful service provider during the contract period.



Specification for procurement Tender- Annexure F

Area of Service	Standard Cleaning Requirements	Frequency
Offices	Empty all rubbish bins	
	Empty recyclable bins/box	
	Polish workstations and office furniture in accordance with manufacturer's specifications	
	Dust all horizontal surfaces with a damp cloth, according to the manufacturer's specifications	
	Feather dust windowsills/ledges and light fittings	
	Spraying and wiping of workstations including telephones and computers, with alcohol-based disinfectant	
	Dust window sills and lower surfaces with a damp cloth	
	Dusting of artwork and picture frames with a damp cloth and/or feather duster	
	Dusting of blinds with a damp cloth and/or feather duster	
	Vacuuming of carpets with energy saving equipment	
	Removal of marks on walls and metal surfaces	
	Cleaning of door handles with a disinfectant	
	Removal of spots on glass doors, steel cabinets	
	Deep cleaning of carpets with oxine to treat bacteria, fungi etc.	
Dusting of vertical surfaces (cupboards, cabinets, etc.)		
Reception area	Cleaning and mopping of entrance area at 07h30 every morning	
	Cleaning of entrance door mats, in accordance with manufacturer's specifications	
	Cleaning of shopfront entrance door and door handles with a disinfectant	
	Washing and buffing of floors in accordance with the manufacturer's specifications.	
	Cleaning and disinfecting balustrading and hand railings	
	Flight of stairs mopping	
Boardrooms, meeting room, conference room	Conference rooms and boardroom to be serviced before 08h30 or in accordance with scheduled bookings	
	Cleaning of white boards	
	Vacuuming of carpets in boardrooms	
	Dusting of all surfaces, disinfectant of furniture before and after meetings	
Kitchens,	Mopping of floors and removal of marks using environmentally friendly chemical agents	
	Wash work top surfaces with disinfectants	
	Washing of splash backs tiling where required and apply disinfectants	
	Empty and washing of rubbish bins	
	Dry wipe and sanitize all fixtures to ensure they are free of grease, dirt,	



Specification for procurement Tender- Annexure F

cupboards, and appliances	dust, marks, and stains	
	Washing of refrigerators for removal of dirt, smudges and smears including internally	
	Dry wiping of electrical appliances i.e. microwaves, toasters etc.	
	Defrosting of fridges and removal of food leftovers as and when requested.	
	Empty waste bins, replace bin bags and replenish hand towels	
	Clean and sanitize all basins. Mop clean floors with disinfectant to remove marks. Damp wipe and disinfect countertops and cupboards. Damp wipe and sanitize tables and chairs.	
	Damp wipe external surfaces of fridges, microwaves etc.	
	Removal of contents and damp wipe shelves, doors and sides of fridges	
	Defrost and clean shelves and inside surfaces of fridges	
Rubbish removal	Ensuring bin bags are used at all times	



Specification for procurement Tender- Annexure F

	Empty bins from offices, kitchens, and conference/meeting rooms for cleaning and disinfection purposes	
Storerooms	Mopping of floors with soap and appropriate chemicals	
	Wash walls and horizontal surfaces, dusting of surfaces	
Ablution facilities	Empty and clean all rubbish and hand paper towel bins, excluding the sanitary bins	
	Wash and disinfect all toilets, wash basins etc.	
	Cleaning of mirrors	
	Cleaning and disinfecting of door handles as well as toilet handles and taps	
	Replenish toilet paper, hand soap and hand towels.	
	Replace seat spray sanitizer	
	Replace batteries for automatic dispensers	
	Remove marks on walls, doors, partitions and electric switches	
	Wash inside windows with a disinfectant	
	Dusting of light fittings	
	Buffing of floors according to the manufacture's specifications	
	Removal of soilage from bowl and under flush rim with surface cleaner	
	Ablution facilities	Wet wash seat, lid, cistern etc. and disinfect all components including flushing actuator
Cleaning of floors with appropriate agents		
Washing or removal of dirt on tiled walls		
Emptying of rubbish bins excluding hygiene and nappy bins		
Polishing of shiny stainless steel metal surfaces		
Deep cleaning of sanitary fittings, porcelain tiles etc.		
Wash and disinfect all door handles, taps and toilet handles		
Lift at head office	Cleaning and removal of spots on mirrors	
	Clean entire interior and control panels, wipe handrails with disinfectant	
	Clean exterior sides and doors	
	Damp mopping of floors	
	Cleaning and removal of marks from doors and panel	
Staircases	Washing and disinfecting of hand railings	
	Mopping and washing of stair surfaces using microfiber mops	
	Sweeping of fire escape stairs	
	Scrubbing of fire escape stairs	
Deep-cleaning carpets	The service provider will be required to conduct a deep cleaning of the carpet using the necessary industrial machine and chemicals	



Specification for procurement Tender- Annexure F

3.13 General Requirements

- a) It is the bidder's responsibility to ensure that all areas of the facilities are kept clean at all times and to perform a continuous audit ensuring adequacy in the frequency of cleaning and methodology.
- b) The cleaning frequency must be adjusted during times of high feet traffic or during exceptional use in order to maintain a high level of service and customer satisfaction.
- c) The bidder must establish the location of those areas and make provision for frequent and additional service in order to ensure an always neat, tidy and hygienic facility.

3.14 Pest Control Services (As and when necessary)

- a) Correctly identify pests and assess the degree of infestation. Pest control measures should include spraying, rodent bait, chemicals and fogging (i.e. treatment measures methods) – **quarterly or when necessary.**
- b) Pest control coverage should include, but not be limited to fish moths, cockroaches, mosquitoes, ants, mice, rats, flies, termites, booklice, spiders, fruit flies, bees etc.
- c) Areas of treatment should include, but not be limited to the offices, kitchens, boardrooms, meeting rooms, storerooms, filing rooms, library, main entrance areas, fire hydrant closets, toilets, cabling and pipe duct closets, and surrounding areas.
- d) At the completion of every quarterly service, the service provider must provide the Denel with a written report and/or logbook, with accurate records of all services.
- e) Mild and odourless chemicals and equipment must be used and must be user-friendly, taking into consideration employees with respiratory medical conditions (e.g. asthma etc.).
- f) These services must be rendered without impacting the daily operations and activities of the Denel, and may not compromise the health and safety of employees by unnecessarily exposing them to pesticides.

3.15 Staffing Requirements

3.15.1 It is recommended that the successful bidder installs a well-balanced staff complement to maximize efficiency in service offering and in BCEA. The following minimum number of cleaning staff is required:

Site	Supervisor	General Cleaner Monday to Friday	Total Staff
Denel Irene Campus			
Denel Lyttelton (SANDF, DLS and Waterkloof)			
Denel Kempton Park Campus			



Specification for procurement Tender- Annexure F

Denel PMP (Lotus Garden and Pretoria West			
Denel Benoni Campus			
Denel Alberton Campus			

3.16 Staff Management

- a) The successful service provider shall ensure that a sufficient number of staff is positioned at all Denel Sites.
- b) The appointed cleaning contractors shall clearly identify the supervisors and management structure complement for the site.
- c) The successful service providers shall ensure the allocation of suitable staff is always maintained at the relevant Denel premises in accordance with the service level agreement.
- d) The appointed cleaning contractors shall provide relief-staff to cater for labour unrest, replacement of staff on leave.
- e) All costs related to the provision of staff relief shall be for the account of the successful service provider.

3.17 Staff uniform and PPE

- a) The successful bidder shall be expected to supply staff uniforms of good quality in accordance with the Denel office environment.
- b) All employees of the successful bidder shall always wear appropriate protective gear (fully covered shoes, boots, gloves, masks, face shields, Knee pads, etc.) while on duty.
- c) All uniforms and protective clothing shall bear the name/logo of the appointed cleaning contractor.
- d) The successful bidder shall ensure that all staff members are always neatly dressed and presentable, while on duty.

3.18 Access cards

3.18.1 Where necessary, the Denel will issue access cards or biometric access to the successful service provider's staff at no cost. However, lost cards will only be replaced at market value for the account of the appointed cleaning contractor.



Specification for procurement Tender- Annexure F

4 EVALUATION PROCESS

4.1 Administrative Compliance requirements

4.1.1 Bids received will be verified for completeness and correctness. The Denel reserves the right to accept or reject a bid based on the completeness and correctness of the documentation and information provided. The complete set of bid documents must be completed and submitted.

4.1.2 Bidders are to ensure that they submit the following documentation / information with their bid.

Document	Comments
Proof of registration on the Central Supplier Database (CSD) of National Treasury	Bidders must be registered on the CSD. CSD registration number must be provided.
Bid Invitation (Annexure A)	Completed and signed
SBD 3.3 for services (Pricing Schedule)	Completed and signed
SBD 4 (Bidder's Declaration)	Completed and signed
SBD 6.1 (Preference Points Claim Form)	Completed and signed if points are claimed
SARS (South African Revenue Service) Tax Compliant	Bidders tax matters must be in order
BBBEE Certificate	Valid and compliant original B-BBEE and/or certified copies of Sworn Affidavit must be submitted for any points claimed

4.2 Mandatory Requirements

4.2.1 The following mandatory requirements must be complied with by the bidder. Please note that bidders will not be evaluated further if they do not provide evidence confirming compliance with any of the specified mandatory requirements.

	Mandatory requirement	Evidence to be submitted with bid
1	Only service providers that are registered with either the National Contract Cleaning Association (NCCA) or the Black Economic Empowerment Cleaning Association (BEECA) of South Africa will be considered	Bidders must submit a validly certified copy of Certificate as proof of registration with either one of the association (NCCA or BEECA)
2	Bidders must be in good standing with the Department of Labour	Bidder must submit the valid (Compensation for Occupational Injuries



Specification for procurement Tender- Annexure F

		and Diseases Act (COIDA) Letter of good standing
3.	On-site Workplace Occupational Health and Safety Plan	Bidder must submit their On-site Workplace Occupational Health and Safety Plan

Bidders who comply with the mandatory requirements will be considered for further evaluation.

4.3 Technical/Functional evaluation

4.3.1 Technical/functional evaluation of the bid will be done in terms of the criteria as stated in the table below.

4.3.2 Bidders should take note of the Criterion, Weighting and Scoring when responding to this bid.

Criterion		Weight	Score
Company experience	Bidder to attach a detailed company profile providing the company experience on cleaning services within the office environment.	50	0 = No experience indicated 10 = less than 2 years experience 30 = 3 – 4 years experience 50 = 5 years and more experience
Proven Track Record- Reference Letters.	Bidder to provide signed Reference Letters indicating the companies where cleaning services were provided. The reference letters must: <ul style="list-style-type: none"> a) Be on the on the client's letter head. b) Must be signed by the client c) Must include valid contact details (telephone number and email address) d) Must indicate the type of services rendered e) Must indicate the duration of the contract 	50	0 = No contactable reference letters provided / reference letters provided do not meet the specified requirements 10 = Up to two contactable reference letter/s provided, meeting the specified requirements 30 = Three to four contactable reference letters provided, meeting the specified requirements



Specification for procurement Tender- Annexure F

Criterion	Weight	Score
		50 = Five or more contactable reference letters provided, meeting the specified requirements

Bidders who score 80% and more will qualify for further evaluation in terms of Price and Specific Goals.

5 PRICE AND SPECIFIC GOALS EVALUATION

5.1 Bidders who comply with the requirements of this bid will be evaluated according to the preference point scoring system as determined in the Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

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).

Points for this bid shall be awarded for:

- (a) Price; and
- (b) Specific Goals (Refer to Annexure F: Preference Points Claim Form).

The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS (Refer to Annexure F: Preference Points Claim Form)	20
Total points for Price and Specific Goals	100

Subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000), the tender will be awarded to the tenderer scoring the highest points.



Specification for procurement Tender- Annexure F

1) **Joint Ventures, Consortiums and Trusts**

- i) 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.
- ii) 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.
- iii) Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements. Denel SOC Ltd will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement.
- iv) The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.

2) Stage 3 (80 + 20 = 100 points)

The Price and Specific goal points will be consolidated.

6 **DUE DILIGENCE**

Denel reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits, verification of required equipment, reference checks and requests for additional information.

7 **SPECIAL CONDITIONS OF CONTRACT**

This bid and all contract emanating there from will be subject to 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). The Special Conditions are supplement to that of the General Conditions of Contract. Where, however the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of the Contract prevail.

8 **DENEL SOC LTD REQUIRES BIDDER(S) TO DECLARE**

In the Bidder's Technical response, bidder(s) are required to declare the following:

Confirm that the bidder(s) is to: –



Specification for procurement Tender- Annexure F

- a. Act honestly, fairly, and with due skill, care and diligence, in the interests of Denel SOC Ltd;
- b. Have and employ effectively the resources, procedures and appropriate technological systems for the proper performance of the services;
- c. Act with circumspection and treat Denel SOC Ltd fairly in a situation of conflicting interests;
- d. Comply with all applicable statutory or common law requirements applicable to the conduct of business;
- e. Make adequate disclosures of relevant material information including disclosures of actual or potential own interests, in relation to dealings with Denel SOC Ltd;
- f. Avoidance of fraudulent and misleading advertising, canvassing and marketing;
- g. To conduct their business activities with transparency and consistently uphold the interests and needs of Denel SOC Ltd as a client before any other consideration; and
- h. To ensure that any information acquired by the bidder(s) from Denel SOC Ltd will not be used or disclosed unless the written consent of the client has been obtained to do so.

9 CONFLICT OF INTEREST, CORRUPTION AND FRAUD

Denel SOC Ltd reserves its right to disqualify any bidder who either itself or any of whose members (save for such members who hold a minority interest in the bidder through shares listed on any recognised stock exchange), indirect members (being any person or entity who indirectly holds at least a 15% interest in the bidder other than in the context of shares listed on a recognised stock exchange), directors or members of senior management, whether in respect of [Institution name] or any other government organ or entity and whether from the Republic of South Africa or otherwise ("Government Entity")

- a. engages in any collusive tendering, anti-competitive conduct, or any other similar conduct, including but not limited to any collusion with any other bidder in respect of the subject matter of this bid;
- b. seeks any assistance, other than assistance officially provided by a Government Entity, from any employee, advisor or other representative of a Government Entity in order to obtain any unlawful advantage in relation to procurement or services provided or to be provided to a Government Entity;



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- c. makes or offers any gift, gratuity, anything of value or other inducement, whether lawful or unlawful, to any of Denel SOC Ltd's officers, directors, employees, advisors or other representatives;
- d. makes or offers any gift, gratuity, anything of any value or other inducement, to any Government Entity's officers, directors, employees, advisors or other representatives in order to obtain any unlawful advantage in relation to procurement or services provided or to be provided to a Government Entity;
- e. accepts anything of value or an inducement that would or may provide financial gain, advantage or benefit in relation to procurement or services provided or to be provided to a Government Entity;
- f. pays or agrees to pay to any person any fee, commission, percentage, brokerage fee, gift or any other consideration, that is contingent upon or results from, the award of any tender, contract, right or entitlement which is in any way related to procurement or the rendering of any services to a Government Entity;
- g. has in the past engaged in any matter referred to above; or
- h. has been found guilty in a court of law on charges of fraud and/or forgery, regardless of whether or not a prison term was imposed and despite such bidder, member or director's name not specifically appearing on the List of Tender Defaulters kept at National Treasury

10 MISREPRESENTATION DURING THE LIFECYCLE OF THE CONTRACT

- 10.1 The bidder should note that the terms of its Tender will be incorporated in the proposed contract by reference and that Denel SOC Ltd relies upon the bidder's Tender as a material representation in making an award to a successful bidder and in concluding an agreement with the bidder. It follows therefore that misrepresentations in a Tender may give rise to service termination and a claim by Denel SOC Ltd against the bidder notwithstanding the conclusion of the Service Level Agreement between Denel SOC Ltd and the bidder for the provision of the Service in question. In the event of a conflict between the bidder's proposal and the Service Level Agreement concluded between the parties, the Service Level Agreement will prevail.



Specification for procurement Tender- Annexure F

11 PREPARATION COSTS

11.1 The Bidder will bear all its costs in preparing, submitting and presenting any response or Tender to this bid and all other costs incurred by it throughout the bid process. Furthermore, no statement in this bid will be construed as placing Denel SOC Ltd, its employees or agents under any obligation whatsoever, including in respect of costs, expenses or losses incurred by the bidder(s) in the preparation of their response to this bid.

12 INDEMNITY

12.1 If a bidder breaches the conditions of this bid and, as a result of that breach, Denel SOC Ltd incurs costs or damages (including, without limitation, the cost of any investigations, procedural impairment, repetition of all or part of the bid process and/or enforcement of intellectual property rights or confidentiality obligations), then the bidder indemnifies and holds Denel SOC Ltd harmless from any and all such costs which Denel SOC Ltd may incur and for any damages or losses Denel SOC Ltd may suffer.

13 PRECEDENCE

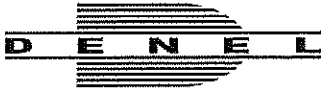
13.1 This document will prevail over any information provided during any briefing session whether oral or written, unless such written information provided, expressly amends this document by reference.

14 LIMITATION OF LIABILITY

14.1 A bidder participates in this bid process entirely at its own risk and cost. Denel SOC Ltd shall not be liable to compensate a bidder on any grounds whatsoever for any costs incurred or any damages suffered as a result of the Bidder's participation in this Bid process.

15 TENDER DEFAULTERS AND RESTRICTED SUPPLIERS

15.1 No tender shall be awarded to a bidder whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury's List of Restricted Suppliers. Denel SOC Ltd reserves the right to withdraw an award, or cancel a contract concluded with a Bidder should it be established, at any time, that a bidder has been blacklisted with National Treasury by another government institution.



Specification for procurement Tender- Annexure F

16 GOVERNING LAW

16.1 South African law governs this bid and the bid response process. The bidder agrees to submit to the exclusive jurisdiction of the South African courts in any dispute of any kind that may arise out of or in connection with the subject matter of this bid, the bid itself and all processes associated with the bid.

17 RESPONSIBILITY FOR SUB-CONTRACTORS AND BIDDER'S PERSONNEL

17.1 A bidder is responsible for ensuring that its personnel (including agents, officers, directors, employees, advisors and other representatives), its sub-contractors (if any) and personnel of its sub-contractors comply with all terms and conditions of this bid. In the event that Denel SOC Ltd allows a bidder to make use of sub-contractors, such sub-contractors will at all times remain the responsibility of the bidder and Denel SOC Ltd will not under any circumstances be liable for any losses or damages incurred by or caused by such sub-contractors.

18 CONFIDENTIALITY

18.1 Except as may be required by operation of law, by a court or by a regulatory authority having appropriate jurisdiction, no information contained in or relating to this bid or a bidder's tender(s) will be disclosed by any bidder or other person not officially involved with Denel SOC Ltd's examination and evaluation of a Tender.

18.2 No part of the bid may be distributed, reproduced, stored or transmitted, in any form or by any means, electronic, photocopying, recording or otherwise, in whole or in part except for the purpose of preparing a Tender. This bid and any other documents supplied by Denel SOC Ltd remain proprietary to Denel SOC Ltd and must be promptly returned to Denel SOC Ltd upon request together with all copies, electronic versions, excerpts or summaries thereof or work derived there from.

18.3 Throughout this bid process and thereafter, bidder(s) must secure Denel SOC Ltd.'s written approval prior to the release of any information that pertains to (i) the potential work or activities to which this bid relates; or (ii) the process which follows this bid. Failure to adhere to this requirement may result in disqualification from the bid process and civil action.



Specification for procurement Tender- Annexure F

19 DENEL SOC LTD PROPRIETARY INFORMATION

19.1 Bidder will on their bid cover letter make declaration that they did not have access to any Denel SOC Ltd proprietary information or any other matter that may have unfairly placed that bidder in a preferential position in relation to any of the other bidder(s).

20 AVAILABILITY OF FUNDS

20.1 Should funds no longer be available to pay for the execution of the responsibilities of this bid DG496/20/03/2026 the Denel SOC Ltd may terminate the Agreement at its own discretion or temporarily suspend all or part of the services by notice to the successful bidder who shall immediately make arrangements to stop the performance of the services and minimize further expenditure: Provided that the successful bidder shall thereupon be entitled to payment in full for the services delivered, up to the date of cancellation or suspension.

21 SERVICE LEVEL AGREEMENT

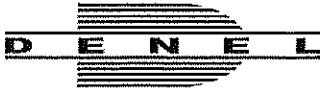
21.1 Upon award Denel SOC Ltd and the successful bidder will conclude a Service Level Agreement regulating the specific terms and conditions applicable to the services being procured by Denel SOC Ltd.

21.2 Denel SOC Ltd reserves the right to vary the proposed draft Service Level Indicators during the course of negotiations with a bidder by amending or adding thereto.

21.3 Bidder(s) are requested to:

- a. Comment on draft Service Level Indicators and where necessary, make proposals to the indicators;
- b. Explain each comment and/or amendment; and
- c. Use an easily identifiable colour font or "track changes" for all changes and/or amendments to the Service Level Indicators for ease of reference.

21.4 Denel SOC Ltd reserves the right to accept or reject any or all amendments or additions proposed by a bidder if such amendments or additions are unacceptable to Denel SOC Ltd or pose a risk to the organisation.



Specification for procurement Tender- Annexure F

22 SPECIAL CONDITIONS OF THIS BID

22.1 Denel SOC Ltd reserves the right:

- 22.2** To award this tender to a bidder that did not score the highest total number of points, only in accordance with section 2(1)(f) of the PPPFA (Act 5 of 2000)
- 22.3** To negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any terms and conditions, including price without offering the same opportunity to any other bidder(s) who has not been awarded the status of the preferred bidder(s).
- 22.4** To accept part of a tender rather than the whole tender.
- 22.5** To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the services offered by the bidder(s), whether before or after adjudication of the Bid.
- 22.6** To correct any mistakes at any stage of the tender that may have been in the Bid documents or occurred at any stage of the tender process.
- 22.7** To cancel and/or terminate the tender process at any stage, including after the Closing Date and/or after presentations have been made, and/or after tenders have been evaluated and/or after the preferred bidder(s) have been notified of their status as such.
- 22.8** Award to multiple bidders based either on size or geographic considerations.