



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF PUBLIC WORKS, ROADS & INFRASTRUCTURE

TENDER NUMBER: LDPWRI- B/20571

**APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE
PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST
HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO)
IN THE CAPRICORN DISTRICT FOR 36 MONTHS.**

LIMPOPO DEPARTMENT OF PUBLIC WORKS, ROADS AND INFRASTRUCTURE

LIMPOPO PROVINCE

4SH OR HIGHER

Issued by:

Limpopo Department of Public Works, Roads and Infrastructure
Works Towers Building
43 Church Street
Polokwane
0700

Contact Person: General Queries

Name : Mr NJ Motsopye,
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Technical: Technical Queries

Name : Ms TR Modipa
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Email : modipar@dpw.limpopo.gov.za

Name of the Tenderer:.....

APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS (36 MONTHS).

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T1.1 TENDER NOTICE AND INVITATION TO TENDER

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The Limpopo Department of Public Works, Roads and Infrastructure invites tenderers for the **APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 36 MONTHS**. It is estimated that tenderers must have a CIDB contractor grading designation of **4 SH** or Higher

The Conditions of Tender applicable to this contract are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Construction Procurement (August 2019) as published in Government Gazette No. 42622, Department of Public Works Notice 423 & SANS 10845. (See www.cidb.org.za), to which tenderers are referred to for their information purposes in relation to this Tender Data.

Project Name	APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 36 MONTHS	
Tender Number	LDPWRI-B/20571	
Tender documents availability	Limpopo Department of Public Works, Roads and Infrastructure website	
Address for submission of tenders	DEPARTMENT OF PUBLIC WORKS, ROADS & INFRASTRUCTURE. Physical address: Corner River and Blaauwberg Streets, Ladanna, 0699.	
Closing date of the tender	17 November 2025	
Closing time of the tender	11:00	
Compulsory briefing meeting (<i>Tenderers must sign the attendance register in the name of the tendering entity. Addenda (if any) will be issued only to those tendering entities appearing on the attendance register</i>)	Yes ☒ No ☐	
	Meeting venue	First Stop Parliamentary Village Hillary Dr, Bendor Ext 23, Polokwane Second Stop Premier's Guest House https://maps.app.goo.gl/UwhiteQBBg84xJbQ39 Third Stop MEC's Residence Lebowakgomo 0737 http://maps.app.goo.gl/5zkXMz1Nms3aWokS8 Last Stop Lebowakgomo Government Complex (Limpopo Legislature) NB: Attendance register should be signed at all sites
	Date	05 November 2025
	Time:	11:00
Evaluation criteria	1. Compliance with mandatory or compulsory requirements 2. Functionality 3. Price and 4. Specific Goals	
Mandatory or Compulsory Requirements (<i>failure to</i>	Only tenderers who are registered with the Construction Industry Development Board (CIDB) with designation of 4SH or higher contractor	

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Evaluation criteria	1. Compliance with mandatory or compulsory requirements 2. Functionality 3. Price and 4. Specific Goals
Mandatory or Compulsory Requirements (<i>failure to submit or comply with these requirements will lead to automatic disqualification</i>)	Only tenderers who are registered with the Construction Industry Development Board (CIDB) with designation of 4SH or higher contractor grading determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations are eligible to have their tenders evaluated. Completed and signed Form of Offer and pricing Schedule

T1.2 TENDER DATA

Clause number	Tender Data
	The conditions of tender are the Standard Conditions of Tender as contained in Annex C of Board Notice 423 of 2019 in Government Gazette No. 42622 of 08 August 2019, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (See www.cidb.org.za) which are reproduced without amendment or alteration for the convenience of tenderers as an Annex to this Tender Data. The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies. The contractor shall achieve in the performance of the contract the Contract Participation Goals (CPG) relating to the engagement of targeted enterprises as established in the CIDB Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts Gazette Notice No. 36190 of 25 February 2013. In this case, contractor shall provide a minimum Contract Participation Goal (CPG) of 5% of the total project value and develop targeted enterprises stated under C3 of this document. The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender. Add the following to clauses in Standard Conditions of Tender:
C.1.1	The Employer is the Limpopo Department of Public Works, Roads and Infrastructure

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C.1.2	The Tender Part T1: Tendering procedures T1.1 Tender notice and invitation to tender T1.2 Tender data Part T2: Returnable documents T2.1 List of returnable documents T2.2 Returnable schedules The Contract Part C1: Agreements and contract data C1.1 Form of offer and acceptance C1.2 Contract data C1.3 Joint Venture Agreement (If Applicable) Part C2: Pricing data C2.1 Pricing instructions C2.2 Bills of Quantities Part C3: Scope of work C3.1 Scope of Works C3.2 The Expanded Public Works Programme – Scope of Works C3.3: The Expanded Public Works Programme – Particular Specification
C.1.4	All communications related to this tender should be directed to the persons indicated under Enquires on this tender document. Attention is also drawn to the fact that verbal information, given by the Employer's agent during site visits/clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the Employer. Only information issued formally by the Employer in writing to tenderers will be regarded as amending the Tender Documents.
C.1.5	The employer reserve to cancel the tender prior to the award of the tender.
C1.6.3	A two-stage system will not be followed.

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C.2.1	Eligibility Criteria (Mandatory Requirements) Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated: 1. The tenderer: a) is registered in terms of the Companies Act, 2008 (Act 71 of 2008) or Close Corporation Act, 1984, (Act No. 69 of 1984) or, if a partnership, has in place a partnership agreement that enables the partnership to automatically continue to function in the event of a death or withdrawal of one of the partners; b) is not an unincorporated joint venture (i.e. the JV must be registered with CSD, CIPC and SARS as a JV, and all supporting documents must be submitted); and 2. The tenderer is registered on the National Treasury Central Supplier Data Base (https://secure.csd.gov.za). 3. Eligibility in respect to CIDB Only tenderers who are registered with the Construction Industry Development Board (CIDB) with designation of 4SH or higher contractor grading determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations are eligible to have their tenders evaluated. Joint ventures are eligible to submit tenders provided that: 1. Every member of the joint venture is registered with the CIDB. 2. The lead partner has a contractor grading designation Horticulture as follows: 2.1 4SH or higher. 3. The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for an elevator maintenance and service – Infrastructure or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.
C2.2	Cost of tendering The tenderer accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements

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C.2.7	Compulsory site briefing A compulsory briefing meeting will be held as per the details in the Tender Bulletin.
C.2.11	Alterations to the documents Tenderers are required to not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations
C.2.12	Alternative tender offer No alternative tender offer is permitted in this tender.
C.2.13.2	Replace sub-clause C.2.13.2 with the following; Return all returnable documents to the employer after completing them in their entirety by writing in non-erasable black ink
C.2.13.3	Parts of each tender offer communicated on paper shall be submitted as an original
C.2.13.4	The tender shall be signed by a person duly authorized to do so.
C.2.13.5	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: Location of tender box: DEPARTMENT OF PUBLIC WORKS, ROADS & INFRASTRUCTURE. Physical address: Corner River and Blaauwberg Streets, Ladanna, 0699 Identification details: Sealed Tender with Tender reference number, Title of Tender and the closing date and time of the tender.
C.2.15.1	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
C.2.16.1	The tender offer validity period is 120 days .
C.2.16.2	The tender accepts that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period stated in C.2.16 lapses before the employer-evaluating tender, the contractor reserves the right to review the price based on Consumer Price Index (CPI).

C.3.1	The tenderer is required to indicate how they claim points for each preference point system and attached relevant supporting documents. The specific goals for claiming of preference points include the following: - Enterprises owned by People with Disabilities (Submit: Disability certificate issued by health professionals) - Enterprises owned by Women (Submit: Central Supplier Database (CSD). - Small, Medium and Micro Enterprises (SMMEs) (Submit: Central Supplier Database (CSD). - Enterprises owned by Youth (Central Supplier Database (CSD) - Enterprises located in Limpopo Province (Municipal Utility Bills, Lease Agreement/Proof of Residence from Tribal Authority/Municipal Council) NOTE: The means of verification as indicated in bold above MUST BE SUBMITTED in order for the claimed points to be awarded.
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CIDB Grading Certificate

Tenders are required to provide proof of registration with the CIDB register of contractors indicating the category of registration, grading as well as the CRS number of the tenderer.

Letter of Good Standing

Tender are required to submit, bound with the tender submission, a letter of good from the Compensation commissioner indicating that the tenderer is in good standing.

C3.2	Notwithstanding any requests for confirmation of receipt of Addenda issued, the tenderer shall be deemed to have received such addenda if the employer can show proof of transmission thereof (or a notice in respect thereof) via electronic mail, facsimile or registered post.
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C.3.2.1	Tenders will not be opened immediately after the closing time for tenders.
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C.3.2.2	The tenderers will be evaluated in three stages: a) Stage 1: Eligibility and Administrative Compliance: The Compliance or compulsory documents and returnable are detailed in Section T.2.1 of this tender document. Failure to submit, complete or comply with these requirements will lead to automatic disqualification. b) Stage 2: Functionality: Functionality of responsive bids submitted will be evaluated according to the predetermined criteria described below. Bidders are required to score a minimum number of evaluation points of 70 for functionality in order to proceed to the next phase of evaluation.
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CRITERIA	DESCRIPTION	POINTS
Bidder's previous experience	Bidder's past experience (new construction and building maintenance)	35
Key Personnel	Background and experience of all key personnel proposed to undertake the services	35

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Implementation Plan	Implementation plan linked to resources at the disposal of bidder	5
Plant	List of plant owned	15
Bank Rating	Letter from Financial Institution showing the Bank rating	10
Maximum Possible Points		100

c) **Stage 3: Price and Specific Goals**

The procedure for final evaluation of responsive tenders is Method 2 (Financial offer and specific goals). The total number of tender evaluation points (T_{EV}) shall be determined in accordance with the following formula.

$$T_{EV} = N_{FO} + N_P$$

N_{FO} is the number of tender evaluation points awarded for the financial offer made. The score for financial offer is calculated using the following formula:

$$P = A * \left(1 - \frac{(P_o - P_m)}{P_m} \right)$$

Where:

A is 80 since the estimated financial value of works inclusive of VAT is equals or is less than R 50,000,000.00.

P is the points awarded to the tender under consideration

P_m is the lowest Comparative tender price

P_o is the comparative price under consideration

N_P is the number of tender evaluation points awarded for preferences claimed in accordance with the Preferencing Schedule in 3.18

The award will only be issued to contractors with valid Tax Clearance certificates, active CIDB grading and the contractor who meets all the legislative requirement – this shall be verified by SCM in line with the departmental SCM Policy.

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PART T2: RETURNABLE DOCUMENTS

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T2.1: LIST OF RETURNABLE DOCUMENTS

1. The following documents **must** be submitted by the bidder as part of the tender document:
 - a) Fully Completed Pricing Schedule
 - b) Fully Completed and signed Form of Offer
 - c) Submission of fully completed and signed Standard Bidding Documents
 - 1.1. SBD 1: Invitation to bid.
 - 1.2. SBD 3.2: Pricing Schedule – Non- Firm prices
 - 1.3. SBD 4: Bidder's Disclosure
 - 1.4. SBD 6.1: Preference Points claim form in terms of the Preferential Procurement Regulations 2022 or amended.
 - d) Fully completed signed Record of Addenda to tender documents
 - e) Fully completed signed Proposed Amendments and Qualifications (if applicable)
 - f) Fully completed signed Compulsory Declaration
 - g) Fully completed signed Certificate of Authority
 - h) CSD Report
 - i) Valid CIDB grading certificate
 - j) COIDA (Compensation for Occupational Injuries and Diseases) registration certificate, e.g. Letter of Good Standing
 - k) Proposed Implementation plan (each item linked with method and machinery)
 - l) JV Agreement (if applicable)
2. Failure to submit the following will lead to automatic disqualification:
 - a) Fully Completed Pricing Schedule
 - b) Fully Completed and signed Form of Offer
 - c) Fully completed signed Compulsory Declaration
 - d) SBD 4: Bidder's Disclosure
 - e) Fully completed signed Certificate of Authority
 - f) JV Agreement (if applicable)
3. The following returnable documents are **required for tender evaluation purposes. Tenderers will not be disqualified for failure to submit or complete these returnable documents. However, it will affect the awarding of points during evaluations.**
 - a. Practical and Final completion certificates on the completed projects.
 - b. List of plant owned and /or leased and proof of ownership.
 - c. Curriculum Vitae of all key staff allocated to this project, indicating their experience and qualifications and professional registration with relevant council or body.
 - d. Certified copies (not older than 6 months) of all qualifications, professional registrations and training
 - e. Certified copy of the company's directors' identity documents not older than six (6) months. No copy of a certified copy will be accepted.
 - f. Letter from Financial Institution showing the Bank rating.
 - g. Annual Financial Statements
 - h. Proof of company address

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T 2.2: RETURNABLE SCHEDULE

No.	Document Name	Returnable Document
1.	Fully Completed Pricing Schedule	☐ Yes ☐ No
2.	Fully Completed and signed Form of Offer	☐ Yes ☐ No
3.	SBD 1: Invitation to bid	☐ Yes ☐ No
4.	SBD 3.2: Pricing Schedule – Non Firm Prices (purchases)	☐ Yes ☐ No
5.	SBD 4: Bidder's Disclosure	☐ Yes ☐ No
6.	SBD 6.1: Reference Points claim form in terms of the Preferential Procurement Regulations 2022 or amended	☐ Yes ☐ No
7.	Record of Addenda to tender documents	☐ Yes ☐ No
8.	Proposed Amendments and Qualifications	☐ Yes ☐ No
9.	Compulsory Declaration	☐ Yes ☐ No
10.	Certificate of Authority	☐ Yes ☐ No
11.	CSD Report	☐ Yes ☐ No
12.	JV Agreement (if applicable)	☐ Yes ☐ No
13.	Valid CIDB grading certificate	☐ Yes ☐ No
14.	COIDA (Compensation for Occupational Injuries and Diseases) registration certificate, e.g. Letter of Good Standing	☐ Yes ☐ No
15.	Annual financial statements that comply with the with the companies act and must not be older than 18 months	☐ Yes ☐ No
16.	Letter from Financial Institution showing the Bank rating	☐ Yes ☐ No
17.	Practical and Final completion certificates on the completed projects.	☐ Yes ☐ No
18.	List of plant owned and /or leased and proof of ownership.	☐ Yes ☐ No
19.	Proof of company address	☐ Yes ☐ No
20.	Curriculum Vitae & Qualifications of all key staff	☐ Yes ☐ No

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Record of Addenda to tender documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

No.	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

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Proposed amendments and qualifications

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

Page	Clause or Item	Proposal

Signed _____ Date _____

Name _____ Position _____

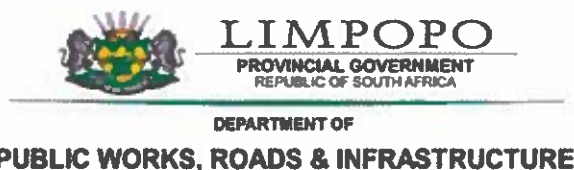
Tenderer _____

The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.

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Compulsory Declaration

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

Section 1: Enterprise Details

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Section 2: Particulars of companies and close corporations

Company / Close Corporation registration number	
---	--

Section 3: SARS Information

Tax reference number	
VAT registration number:	(State if not registered for VAT)

Section 4: CIDB registration number : N/A

Section 5: National Treasury Central Supplier Database

Supplier Number/ Unique registration reference number	
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Section 6: Particulars of principals

principal: means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

Full name of principal	Identity number	Personal tax reference number

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Attach separate page if necessary

Section 7: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any principal is currently or has been within the last 12 months in the service of any of the following:

- | | |
|--|--|
| ☐ a member of any municipal council
☐ a member of any provincial legislature
☐ a member of the National Assembly or the National Council of Province
☐ a member of the board of directors of any municipal entity
☐ an official of any municipality or municipal entity | ☐ an employee of any department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act of 1999 (Act No. 1 of 1999)
☐ a member of an accounting authority of any national or provincial public entity
☐ an employee of Parliament or a provincial legislature |
|--|--|

If any of the above boxes are marked, disclose the following:

Name of principal	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 8: Record of family member in the service of the state

family member: a person's spouse, whether in a marriage or in a customary union according to indigenous law, domestic partner in a civil union, or child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption.

Indicate by marking the relevant boxes with a cross, if any family member of a principal as defined in section 5 is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council
☐ a member of any provincial legislature
☐ a member of the National Assembly or the National Council of Province
☐ a member of the board of directors of any municipal entity
☐ an official of any municipality or municipal entity | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
☐ a member of an accounting authority of any national or provincial public entity |
|--|---|

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☐ an employee of Parliament or a provincial legislature			
Name of family member	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 9: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

☐ Yes ☐ No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary)

Section 10: Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity confirms that the contents of this Declaration are within my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:

- i) neither the name of the tendering entity or any of its principals appears on:
 - a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004)
 - b) National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za)
- ii) neither the tendering entity or any of its principals has within the last five years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa).
- iii) any principal who is presently employed by the state has the necessary permission to undertake remunerative work outside such employment (attach permission to this declaration).
- iv) the tendering entity is not associated, linked or involved with any other tendering entities submitting tender offers
- v) has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a tender or not, the content of the submission (specification, timing, conditions of contract etc) or intention to not win a tender;
- vi) has no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- vii) neither the tenderer or any of its principals owes municipal rates and taxes or municipal service charges to any municipality or a municipal entity and are not in arrears for more than 3 months;
- viii) SARS may, on an on-going basis during the term of the contract, disclose the tenderer's tax compliance status to the Employer and when called upon to do so, obtain the written consent of any subcontractors

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who are subcontracted to execute a portion of the contract that is entered into in excess of the threshold prescribed by the National Treasury, for SARS to do likewise.

Signed _____ Date _____

Name _____ Position _____

Enterprise _____

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LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF

PUBLIC WORKS, ROADS & INFRASTRUCTURE

Certificate Of Authority

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

NB: Complete relevant section. Do not write "See Attached"

A Company	B Partnership	C Joint Venture	D Sole Proprietor	E Close Corporation

A. Certificate for company

I,....., chairperson of the board of directors of hereby confirm that by resolution of the board (copy attached) taken on20...., Mr/Mrs.....acting in the capacity of....., was authorised to sign all documents in connection with this tender and any contract resulting from it on behalf of the company.

As witness

1.....
Chairman
2.....
Date

B. Certificate of partnership

We, the undersigned, being the key partners in the business trading as

hereby authorise Mr/Mrs....., acting in the capacity of.....to sign all documents in connection with the tender for Contract.....and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

NOTE: This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.

C. Certificate for Joint Venture

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We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Mrs....., authorised signatory of the company, acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract..... and any other contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME & CAPACITY

D. Certificate for sole proprietor

I,, hereby confirm that I am the sole owner of the business trading as.....

As Witness:

1.....
Signature: Sole owner

2.....
Date

E. Certificate for Close Corporation

We, the undersigned, being the key members in the business trading as..... hereby authorise Mr/Mrs..... acting in the capacity of....., to sign all documents in connection with the tender for Contract..... and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

NOTE: This certificate is to be completed and signed by all the key members upon whom rests the direction of the affairs of the Close Corporation as a whole

PART A INVITATION TO BID

BID NUMBER:	LDPWRI-B/20571	CLOSING DATE:	17 NOVEMBER 2025	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A TERM CONTRACTOR FOR THE RENDERING OF ESTATE MAINTENANCE: PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMIER'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS(36 MONTHS)				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
DEPARTMENT OF PUBLIC WORKS, ROADS AND INFRASTRUCTURE					
CORNER RIVER AND BLAAUWBERG STREETS					
LADANNA					
0699					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MR MOTSOPYE N		CONTACT PERSON	Ms TR Modipa	
TELEPHONE NUMBER	015 284 7126		TELEPHONE NUMBER	015 284 7424	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	MotsopyeNJ@dpw.limpopo.gov.za		E-MAIL ADDRESS	Modipar@dpw.limpopo.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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
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, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR 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 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."

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

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SBD 3.2: PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS. IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....Bid number ... LDPWRI-B/20571

Closing Time 11:00 Closing date 17 November 2025

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO. INCLUDED)	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES
--------------------------	----------	-------------	--

- Required by:
- At:
-
- Brand and model:.....
-
- Country of origin:
-
- Does the offer comply with the specification(s)? *YES/NO
-
- If not to specification, indicate deviation(s):
-
- Period required for delivery:
-

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

*Delete if not applicable

PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES
2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

Pa	=	The new escalated price to be calculated.
(1-V)Pt	=	85% of the original bid price. Note that Pt must always be the original bid price and not an escalated price.
D1, D2..	=	Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
R1t, R2t.....	=	Index figure obtained from new index (depends on the number of factors used).
R1o, R2o	=	Index figure at time of bidding.
VPt	=	15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

1. The following index/indices must be used to calculate your bid price:

Index..... Dated..... Index..... Dated..... Index..... Dated.....

Index..... Dated..... Index..... Dated..... Index..... Dated.....

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4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

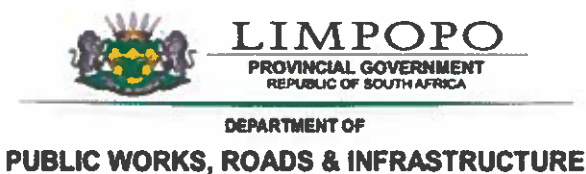
2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

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SBD 4: 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.

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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

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.

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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.
- 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

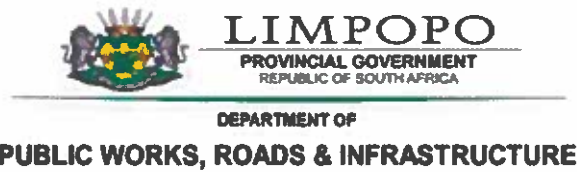
.....
Position

.....
Name of bidder

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SBD 6.1: 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

- a) 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.

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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 tender 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).

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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

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Contract No. LDPWRI-B/20571

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.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises owned by People with Disabilities (Submit: Disability certificate issued by health professionals)	2	
Enterprises owned by Women (Submit: Central Supplier Database (CSD).	7	
Small, Medium and Micro Enterprises (SMMEs). (Submit: Central Supplier Database (CSD).	2	
Enterprises owned by Youth. (Central Supplier Database (CSD).	4	
Enterprises located in Limpopo Province (Central Supplier Database (CSD). (Municipal Utility Bills/ Lease Agreement/ Proof of Residence from Tribal Authority/ Municipal Council).	5	

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DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

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

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

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EVALUATION SCHEDULE 1: FUNCTIONALITY CRITERIA

Technical Criteria	Sub-criteria	Points																												
Bidder's previous experience in building projects (new construction and renovations)	Completed Projects Completion certificates for previous work must be submitted for each project for points to be awarded. Only projects completed in the last 5 years will be considered. Below table shows show points will be allocated. <table><tr><th>Description</th><th>Points allocated for completion letters</th><th>Additional Points for Total Value of Largest Project</th><th>Points allocated for Value of Projects</th></tr><tr><td>No letter</td><td>0</td><td>< R500 000</td><td>0</td></tr><tr><td>1 x Project</td><td>5</td><td>> R500 000</td><td>2</td></tr><tr><td>2 x Projects</td><td>10</td><td>> R5 000 000</td><td>4</td></tr><tr><td>3 x Projects</td><td>15</td><td>> R10 000 000</td><td>6</td></tr><tr><td>4 x Projects</td><td>20</td><td>> R15 000 000</td><td>8</td></tr><tr><td>5 x Projects</td><td>25</td><td>> R20 000 000</td><td>10</td></tr></table> List the details of completed projects in Schedule 2. Completion of this table is mandatory for points to be allocated.	Description	Points allocated for completion letters	Additional Points for Total Value of Largest Project	Points allocated for Value of Projects	No letter	0	< R500 000	0	1 x Project	5	> R500 000	2	2 x Projects	10	> R5 000 000	4	3 x Projects	15	> R10 000 000	6	4 x Projects	20	> R15 000 000	8	5 x Projects	25	> R20 000 000	10	35
Description	Points allocated for completion letters	Additional Points for Total Value of Largest Project	Points allocated for Value of Projects																											
No letter	0	< R500 000	0																											
1 x Project	5	> R500 000	2																											
2 x Projects	10	> R5 000 000	4																											
3 x Projects	15	> R10 000 000	6																											
4 x Projects	20	> R15 000 000	8																											
5 x Projects	25	> R20 000 000	10																											

APPOINTMENT OF A TERM CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS (36 MONTHS).

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Technical Criteria	Sub-criteria	Points														
Key Personnel Capacity (background and experience of all key personnel proposed to undertake the services)	Profile of key staff NB: List the details of key staff in Schedule 3. Completion of this table is mandatory for points to be allocated. Attached brief CVs (not longer than 4 pager) for all key staff who will be engaged in the delivery of service to LDPWR&I (indicating technical qualifications, copies of qualifications, professional registrations from the relevant council, and relevant previous project experience. Certified copies shall be less than 6 months.	35														
	a) Allocation of points for Team Leader (Max = 20 points)															
	<table><tr><th></th><th>Description</th><th>Points</th></tr><tr><td rowspan="2">Qualifications</td><td>National Diploma Landscape Technology/ Horticulture or related qualification (NQF 6 or higher)</td><td rowspan="2">10</td></tr><tr><td>Professional Landscape Technician/ Technologist</td></tr><tr><td rowspan="3">Relevant Experience in Landscape Architecture/ Horticulture for Landscape works</td><td>5 years or more relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)</td><td>10</td></tr><tr><td>Less than 5 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)</td><td>5</td></tr><tr><td>Less than 2 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)</td><td>3</td></tr></table>			Description	Points	Qualifications	National Diploma Landscape Technology/ Horticulture or related qualification (NQF 6 or higher)	10	Professional Landscape Technician/ Technologist	Relevant Experience in Landscape Architecture/ Horticulture for Landscape works	5 years or more relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	10	Less than 5 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	5	Less than 2 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	3
			Description	Points												
	Qualifications		National Diploma Landscape Technology/ Horticulture or related qualification (NQF 6 or higher)	10												
			Professional Landscape Technician/ Technologist													
	Relevant Experience in Landscape Architecture/ Horticulture for Landscape works		5 years or more relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	10												
			Less than 5 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	5												
			Less than 2 year relevant experience post professional registration with SACLAP (South African Council for the Landscape Architectural Profession)	3												
	b) Allocation of points for Supervisor (Max = 15 points)															
<table><tr><th></th><th>Description</th><th>Points</th></tr><tr><td>Qualifications</td><td>National Certificate: Landscaping/ Horticulture or relevant qualification (NQF Level 2 or higher)</td><td>10</td></tr><tr><td rowspan="3">Relevant Experience in Landscape Architecture/ Horticulture for Landscape works</td><td>5 years or more relevant experience post qualification</td><td>5</td></tr><tr><td>Less than 5 year relevant experience post qualification</td><td>3</td></tr><tr><td>Less than 2 year relevant experience post qualification</td><td>2</td></tr></table>		Description	Points	Qualifications	National Certificate: Landscaping/ Horticulture or relevant qualification (NQF Level 2 or higher)	10	Relevant Experience in Landscape Architecture/ Horticulture for Landscape works	5 years or more relevant experience post qualification	5	Less than 5 year relevant experience post qualification	3	Less than 2 year relevant experience post qualification	2			
	Description	Points														
Qualifications	National Certificate: Landscaping/ Horticulture or relevant qualification (NQF Level 2 or higher)	10														
Relevant Experience in Landscape Architecture/ Horticulture for Landscape works	5 years or more relevant experience post qualification	5														
	Less than 5 year relevant experience post qualification	3														
	Less than 2 year relevant experience post qualification	2														

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Technical Criteria	Sub-criteria	Points								
Implementation Plan	A4 Document of proposed Implementation plan linked to resources at the disposal of the bidder. - No Implentation plan submitted = 0 - Poor Implementation plan submitted = 1 - Average Implementation plan submitted = 3 - Good Implementation plan submitted = 5	5								
Bank Rating	Bidders should submit stamped bank letter from financial institution indicating bank letter. Points to be awarded as follows: <table><tr><th>Description</th><th>Points</th></tr><tr><td>Category A & B</td><td>10</td></tr><tr><td>Category C & D</td><td>5</td></tr><tr><td>Category E & above</td><td>0</td></tr></table>	Description	Points	Category A & B	10	Category C & D	5	Category E & above	0	10
Description	Points									
Category A & B	10									
Category C & D	5									
Category E & above	0									
Resource Capability	Availability of Physical Resources: ≥1-ton Delivery Vehicles, Tractor and machinery Bidder must attach: - Valid proof ownership OR - Lease agreement OR - Rental agreement Light Delivery Vehicle (LDV): No proof of delivery vehicle = 0 Proof of one (1) delivery vehicle = 2 Proof of two (2) delivery vehicles = 5 Tractor: No proof of tractor = 0 Proof of one (1) tractor = 2 Proof of two (2) tractors = 5	15								

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Technical Criteria	Sub-criteria	Points
	Machinery (Brush Cutters, Ride-on Lawn mower, Grass Trimmer and relevant machinery): No proof of Machinery = 0 Proof of one (1) Machinery = 2 Proof of two (2) Machinery = 5	
TOTAL		100

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EVALUATION SCHEDULE 2: BIDDER'S PAST EXPERIENCE

Relevant experience in landscaping projects (new or maintenance) completed in the last 5 years. **Compulsory:** Complete the table below and attach proof of completion letters for each project for points to be awarded.

Client	Project Description	Project Value	Completion Letter Attached? (YES/ NO)	Contact Person & Contact Number
TOTAL VALUE				



EVALUATION SCHEDULE 3: BIDDER'S KEY STAFF

Key staff with relevant experience in Landscapping or Horticulture projects who will be engaged in the delivery of service to LDPWR&I.
Compulsory: Complete the table below and attach proof of CVs & Qualifications for points to be awarded.

Role	Name and Surname	Qualifications	Professional Registration	Years of Experience Post Qualification
Team Leader				
Supervisor				

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PART C1: AGREEMENT AND CONTRACT DATA

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C1.1. FORM OF OFFER AND ACCEPTANCE

Offer

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract in respect of the following works:

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the tender schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of the Form of Offer and Acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICE INCLUSIVE OF VALUE ADDED TAX IS (CONTRACT PRICE)

Rand (in words); R

(in figures) R.....

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

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Signature(s)

Name(s)

Capacity

For the
tenderer:

Name &
signature of
witness

Date

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Acceptance (To be completed by the employer – not the tenderer)

By signing this part of this Form of Offer and Acceptance, the *Employer* identified below accepts the tenderer's Offer. In consideration thereof, the *Employer* shall pay the Consultant the amount due in accordance with the *conditions of contract* identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the *Employer* and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part C1	Agreements and Contract Data, (which includes this Form of Offer and Acceptance)
Part C2	Pricing Data
Part C3	Scope of Work

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the *Employer* during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the *Employer's* agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the *conditions of contract* identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the tenderer (now *Consultant*) within five working days of the date of such receipt notifies the *Employer* in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

For the Employer

Signature

Name

Capacity

Name and address of organization

.....

Signature and Name of Witness

Signature

Name

Capacity

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Schedule of Deviations

1 Subject	
Details	
.....	
.....	
.....	
.....	
2 Subject	
Details	
.....	
.....	
.....	
.....	
3 Subject	
Details	
.....	
.....	
.....	
.....	
4 Subject	
Details	
.....	
.....	
.....	
.....	

By the duly authorised representatives signing this agreement, the *Employer* and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the *Employer* during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement

.....

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C1.2 CONTRACT DATA

The Conditions of Contract are NEC Short Term Contract.

Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011-3154140), Master Builders Association (011-205-9000; 057- 3526269) South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (051-4474909; 011-4860684; 053-8312003;)

The NEC Short Term Contract makes several references to the Contract Data for specific data, which together with these conditions collectively describe the risks, liabilities, and obligations of the contracting parties and the procedures for the administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the NEC Short Term Contract.

The contractor shall achieve in the performance of the contract the Contract Participation Goals (CPG) relating to the engagement of targeted enterprises as established in the **CIDB Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts Gazette Notice No. 36190 of 25 February 2013.**"

Payment for labour Intensive Component of Works

Payment for works identified in the Scope of Works as being labour-intensive shall only be made in accordance with the provisions of the Contract if the works are constructed strictly in accordance with the provisions of the Scope of Work. Any payment for such works shall not relieve the Contractor in any way from his obligations either in contract or in delict.

Linkage of Payment to Submission of Project Data

The Contractor's payment invoices shall be accompanied by labour information for the corresponding period in a format specified by the employer. If the contractor chooses to delay submitting payment invoices, labour returns shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractor's invoices shall not be paid until all pending labour information has been submitted.

Applicable Labour Laws

The current Ministerial Determination (also downloadable at www.epwp.gov.za), Expanded Public Works Programmes, issued in terms of the Basic Condition of Employment Act of 1997 by the Minister of Labour in Government Notice, shall apply to works described in the scope of work as being labour-intensive and which are undertaken by unskilled workers.

The additions, deletions and alterations to the JBCC Principal Agreement are:

Clause Additions, deletions and alterations

26.1.2 Extended **defects** liability period will apply to the following elements: all completed work: **6 months**

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C1.3 JOINT VENTURE AGREEMENT

TO BE COMPLETED ONLY IF TENDER IS SUBMITTED IN A JOINT VENTURE OR CONSORTIUM

GENERAL

- a) All the information requested must be filled in the spaces provided. If additional space is required, additional sheets may be used and attached to the original documents.
- b) A copy of the joint venture agreement must be attached to this form, in order to demonstrate the Affirmable Joint Venture Partner's share in the ownership, control, management responsibilities, risks and profits of the joint venture, the proposed joint venture agreement must include specific details relating to:
 - i. the contributions of capital and equipment
 - ii. work items to be performed by the Affirmable Joint Venture Partner's own forces
 - iii. work items to be performed under the supervision of the Affirmable Joint Venture Partner.
- c) Copies of all written agreements between joint venture partners concerning the contract must be attached to this form including those, which relate to ownership options and to restrictions/limits regarding ownership and control.
- d) Affirmable Business Enterprise (ABE) partners must complete ABE Declaration Affidavits.
- e) The joint venture must be formalised. All pages of the joint venture agreement must be signed by all the parties concerned. A letter/ notice of intention to formalise a joint venture once the contract has been awarded will not be considered.
- f) Should any of the above not be complied with, the joint venture tenderer will be deemed null and void and will be considered non-responsive.

1. JOINT VENTURE PARTICULARS

- a) Name
- b) Postal address
- c) Physical address
- d) Telephone
- e) Fax

2. IDENTITY OF EACH NON-AFFIRMABLE JOINT VENTURE PARTNER

- 2.1. Name of Firm
 - Postal Address
 - Physical Address
 - Telephone
 - Fax
 - Contact person for matters pertaining to Joint Venture Participation Goal

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requirements.....

- 2.2. Name of Firm
Postal Address
Physical Address
Telephone
Fax
Contact person for matters pertaining to Joint Venture Participation Goal requirements.....

3. IDENTITY OF EACH AFFIRMABLE JOINT VENTURE PARTNER

- 3.1. Name of Firm
Postal Address
Physical Address
Telephone
Fax
Contact person for matters pertaining to Joint Venture Participation Goal requirements.....

- 3.2. Name of Firm
Postal Address
Physical Address
Telephone
Fax
Contact person for matters pertaining to Joint Venture Participation Goal requirements.....

4. BRIEF DESCRIPTION OF THE ROLES OF THE AFFIRMABLE JOINT VENTURE PARTNERS IN THE JOINT VENTURE

.....
.....
.....

5. OWNERSHIP OF THE JOINT VENTURE

- a) Affirmable Joint Venture Partner ownership percentage(s) %
b) Non-Affirmable Joint Venture Partner ownership percentage(s)..... %
c) Affirmable Joint Venture Partner percentages in respect of: *
(i) Profit and loss sharing.....
(ii) Initial capital contribution in Rands.....

(*Brief descriptions and further particulars should be provided to clarify percentages).

- (iii) Anticipated on-going capital contributions in Rands

- (iv) Contributions of equipment (specify types, quality, and quantities of equipment)

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to be provided by each partner.

.....
.....
.....

6. RECENT CONTRACTS EXECUTED BY PARTNERS IN THEIR OWN RIGHT AS PRIME CONTRACTORS OR AS PARTNERS IN OTHER JOINT VENTURES

No.	Joint Venture Partner	PARTNER NAME
1.		
2.		
3.		
4.		
5.		
6.		
7.		

7. CONTROL AND PARTICIPATION IN THE JOINT VENTURE

(Identify by name and firm those individuals who are, or will be, responsible for, and have authority to engage in the relevant management functions and policy and decision making, indicating any limitations in their authority e.g. co-signature requirements and Rand limits).

(a) Joint Venture payment approvals

.....
.....

(b) Authority to enter into contracts on behalf of the Joint Venture

.....
.....

(c) Signing, co-signing and/or collateralising of loans

.....
.....

(d) Acquisition of lines of credit

.....
.....

(e) Acquisition of performance guarantees

.....

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(f) Negotiating and signing labour agreements

8. MANAGEMENT OF CONTRACT PERFORMANCE

(Fill in the name and firm of the responsible person).

(a) Supervision of field operations

(b) Major purchasing

(c) Estimating

(d) Technical management

9. MANAGEMENT AND CONTROL OF JOINT VENTURE

(a) Identify the "managing partner", if any.

(b) What authority does each partner have to commit or obligate the other to financial institutions, insurance companies, suppliers, subcontractors and/or other parties participating in the execution of the contemplated works?

(c) Describe the management structure for the Joint Venture's work under the Contract

MANAGEMENT FUNCTION / DESIGNATION	NAME	PARTNER

* Fill in "ex Affirmable Joint Venture Partner" or "ex non-Affirmable Joint Venture Partner".

10. PERSONNEL

(a) State the approximate number of operative personnel (by trade/function/discipline) needed to perform the Joint Venture work under the Contract.

TRADE/FUNCTION/ DISCIPLINE	NUMBER EX AFFIRMABLE JOINT VENTURE PARTNERS	NUMBER EX NON- AFFIRMABLE JOINT VENTURE PARTNERS

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(Fill in "ex Affirmable Joint Venture Partner" or "ex non-Affirmable Joint Venture Partner").

(b) Number of operative personnel to be employed on the Contract who are currently in the employ of partners.

(i) Number currently employed by Affirmable Joint Venture Partners

.....
(ii) Number currently employed by the Joint Venture

.....
(c) Number of operative personnel who are not currently in the employ of the respective partner and will be engaged on the project by the Joint Venture

.....
(d) Name of individual(s) who will be responsible for hiring Joint Venture employees

.....
(e) Name of partner who will be responsible for the preparation of Joint Venture payrolls
.....
.....

11. CONTROL AND STRUCTURE OF THE JOINT VENTURE

Briefly describe the manner in which the Joint Venture is structured and controlled.

.....
.....
.....
The undersigned warrants that he/she is duly authorised to sign this Joint Venture Disclosure Form and affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of the Joint Venture and the intended participation of each partner in the undertaking.

The undersigned further covenants and agrees to provide the Employer with complete and accurate information regarding actual Joint Venture work and the payment therefore, and any proposed changes in any provisions of the Joint Venture agreement, and to permit the audit and examination of the books, records and files of the Joint Venture, or those of each partner relevant to the Joint Venture, by duly authorised representatives of the Employer.

Signature

Duly authorised to sign on behalf of.....

Name

Address

Telephone

Date

.....
Signature

Duly authorised to sign on behalf of.....

Name

Address

Telephone

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Date

Signature

Duly authorised to sign on behalf of.....

Name

Address

Telephone

Date

Signature

Duly authorised to sign on behalf of.....

Name

Address

Telephone

Date

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PART C2: PRICING DATA

APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS (36 MONTHS).

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PART C2: PRICING DATA

C2.1 Pricing instruction

The agreement is under the NEC Subcontractor Agreement.

It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders.

The prices and rates in these Bills of Quantities are fully inclusive prices for the work described under the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a basis for assessment of payment for additional work that may have to be carried out.

An item against which no price is entered will be considered to be covered by the other prices or rates in the Bills of Quantities. A single lump sum will apply should a number of items be grouped together for pricing purposes.

The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities.

The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor's risk.

The bidder shall set aside a minimum of 5 % of the project value for sub-contractor/s and determine the amount to be paid for the Contract Participation Goal (CPG).

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LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
PUBLIC WORKS, ROADS & INFRASTRUCTURE

LOCATION OF NATIONAL KEY POINTS SITES & ESTIMATED SQUARE METER PER AREA

Below is a list per District of all sites including the coordinates and m² size per service (grass cutting)

Item	District	Site	Estimated Serviceable Square Meter National Key Area	Summer Tariff Sep to March	Winter Tariff April to August
1	Capricorn	Maintenance of Turf Grass	88 656		
2		Maintenance of Veld Grass/ Bush Clearing	199 182		
3		Maintenance of Paved areas	31 005		
4		Maintenance of Flower beds and Landscaping	19 789		

PROPOSED SCHEDULE OF ACTIVITIES SUBJECT TO OPERATIONS REQUIREMENTS FOR INFORMATION ONLY. FINAL REQUIREMENTS TO BE DETERMINED DURING SERVICE LEVEL AGREEMENT (SLA) STAGE

No.	Work to be done per National Key Point	Frequency
MAINTENANCE OF TURF GRASS		
1	Mowing of lawn and trimming of lawn edges around buildings with lawn mower and brush cutters.	Weekly
2	Trimming of lawn edges with bush cutters	Weekly
3	Cleaning between and around the sludge drying beds, maturation ponds and emergency dams	Weekly
MAINTENANCE OF VELD GRASS		
1	Cutting of veld areas and open areas with Tractor slasher or ride on (Kudu or equivalent)	Weekly

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2	Herbicide application along the fence (Industrial grade) e.g.: <i>Comet</i> for the management of intruder plants and declared weeds along the fence 1m on both sides	Quarterly
MAINTENANCE OF TREES AND SHRUBS		
1	Pruning of shrubs of all sizes	Quarterly
2	Removal of shrubs of all sizes	Monthly
3	Pruning of trees (All trees)	Seasonal (July to September)
MAINTENANCE OF PAVED AREAS		
1	Herbicide application on the walkways (Commercial grade) e.g.: <i>Glycophosphate</i> for the management of intruder plants and declared weeds on car shelters, roads and sidewalks, fences, substations and paved/ covered surfaces	Monthly
2	Paved surfaces are to be maintained in a clean, neat condition. These surfaces must be swept clean.	Weekly
3	Sweeping of walkways, car shelters, roads and sidewalks	Weekly
MAINTENANCE OF FLOWER BEDS		
1	Flower beds: The removal of all weeds.	Weekly
	After each hoeing, flower beds to be thoroughly raked and neatened. Maintenance off the borders/ edges.	
	The maintenance of edges and borders of flower beds by using edge cutters, the prevention of grass growing within the beds.	
	Careful breaking the soil surfaces with garden forks.	
GENERAL		
1	Members of Parliament's houses - Mowing of lawn and trimming of lawn edges – Where applicable as well as the management of weeds	Weekly
2	Disposal of clippings: All waste generated will be removed according to SHE regulations and disposed at a registered facility	As and when required

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3	Provision of maintenance of Tools, Chemicals and auxiliaries	As and when required
4	Maintenance of water features	As and when required
5	Maintenance of rock beds	As and when required
6	Procurement and installation of 150gsm Polypropylene Bidim Non-woven Geotextile	As and when required
LAWN AND TURF MAINTENANCE		
1	Top-dress lawn annually with a loam and river sand mix and in places where erosion has caused damage to the lawn or where unevenness occurs	As and when required
2	Apply 75g/m ² of LAN to maintain and encourage healthy, vigorous, growth and appearance	As and when required
3	Apply 100g/m ² of 2:3:2 (22)+Zn to maintain and encourage healthy, vigorous, growth and appearance	As and when required
4	Supply and plant Kikuyu instant lawn, all including labour and material as follows: Loosen existing topsoil throughout to a depth of 100 mm and mix thoroughly with 2:3:2 fertiliser in the ratio of 20 kg fertiliser to 150 m ² of topsoil Wet, level off and compact slightly on flat surfaces and mildly on inclined surfaces Grass sods to be approximately 1000 mm long and 500 mm wide and of uniform thickness; sods to be clipped short and soil base to be free from stones and clods.	As and when required
5	Lay grass sods on wet prepared topsoil close together and fill joints and hollows with topsoil and allow for area reduction. Roll surface to keep surface tolerance to a minimum, to allow a gradual change in slope at berms and embankments and irrigate thoroughly after laying and rolling. Supply and apply Hydro-seeding (seed mix to be specified) as follows:	As and when required
6	Scarify all visible bare patches of existing soil 100 mm deep in both directions at 500 mm centres	As and when required

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	- Break up clods larger than 50 mm diameter, rake and level off - Keep hydro-seeded areas well irrigated until sufficient germination and establishment have occurred. - Keep hydro-seeded areas well irrigated until sufficient germination and establishment have occurred.	
EXTERIOR HORTICULTURAL PLANTS AND FLOWER BED MAINTENANCE		
1	Regularly irrigate all flower beds including atriums, potted plants, planted courtyards, etc. by using the installed irrigation system or hand-water where not installed, to ensure an average irrigation depth of 40mm/week in the summer and 30mm/week during the other seasons	As and when required
2	Apply 2:3:2(22)+Zn at 100g/m ² in mid-September and apply 3:1:5(SR) + Zn at 75g/m ² in mid- November to promote and ensure healthy growth and vigorous appearance of plants, as and when required.	As and when required
3	Keep all exterior planted areas free of rubbish, foreign objects, debris, plant litter and keep grates on drains cleared at all times.	As and when required
4	Supply and spread a layer of acceptable weed-free mulch evenly between 50mm and 75mm over all planted areas. Provide a sample of the mulch for approval by the LDPWRI or their designated person.	As and when required
5	Supply and spread a layer of acceptable weed-free mulch evenly between 50mm and 75mm over all planted areas. Provide a sample of the mulch for approval by the LDPWRI or their designated person.	As and when required
6	Keep and maintain a tidy appearance of all planted areas at all times by removing all weeds, overgrown branches on plants and edges and by shaping the hedges. Extend this maintenance to the area between the boundary fence lines and sidewalks to a maximum distance of 3 meters.	As and when required

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SUPPLY AND DELIVERY OF INDOOR NATURAL PLANTS AND POT PLANTERS			
1	Supply pot plant materials – indoor plants (850m X 1200mm-High and 400mm X 500mm and 500mm X 1000mm-Wide), including Aloe Bainesii, Hybrid T, Dracaena Alche my, Euphorbia Trigona, Zamifolia plants, Mahogany plants and Senservia plants.	As and when required	
MAINTAIN INDOOR NATURAL PLANTS (Only applicable where Indoor plants are on site)			
1	Irrigate all indoor plants and indoor planted walls using hand-water cans to resuscitate their vigorous appearance.	Once a week	
2	Keep and maintain a tidy appearance of all indoor plants and indoor planted walls at all times by removing weeds and dry/dead leaves, overgrown parts of the plants and by shaping the plants where required	Once a week	
3	Maintain indoor plants and indoor planted walls and ensure that the soil is not contaminated by soapy and washing water and shows no signs of compaction.	Once a week	
4	Ensure that knowledgeable workers maintain indoor plants, as appointed contractors will remain liable of any death of plants or damage of pot planter during the existence of their contract.	As and when required	
5	Keep all indoor planted areas, free of rubbish, foreign objects, debris and plant litter, and keep drainage points cleared at all times	As and when required	
6	Wash foliage on indoor pot planters	As and when required	
7	Maintain indoor plants once a week including Aloe Bainesii plants, Hybrid Tea Plants, Dracaena Alchemy plants, Euphorbia Trigona plants, Zamifolia plants, Mahogany plants and Senservia plants for the duration of the contract.	As and when required	

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C2.2: BILLS OF QUANTITIES

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Item No	Service Required	Unit of Measure	Rate (VAT Inclusive)
1.	Maintenance of turf grass at any of LIMPOPO NATIONAL KEY POINTS sites	m2	R
2.	Maintenance of veld grass at any of LIMPOPO NATIONAL KEY POINTS sites	m2	R
3.	Maintenance of paved areas at any of LIMPOPO NATIONAL KEY POINTS sites	m2	R
4.	Maintenance of trees and shrubs at any of LIMPOPO NATIONAL KEY POINTS sites	m2	R
5.	Tree Uprooting & Removal	Each	R
6.	Removal of fallen trees	Each	R
7.	Planting of Flowers	m2	R
8.	Supply of indoor plants and pot planters	Per pot plant	
	8.1 Aloe Bainesil		R
	8.2 Hybrid Tea Plant		R
	8.3 Dracaena Alchemy		R
	8.4 Euphorbia Trigona		R
	8.5 Zamifolia plant		R
	8.6 Mahogany plants		R
	8.7 Senservia plants		R
9	Unskilled labourer	Per Hour	R
10	Semi – skilled	Per Hour	R
11	Landscaping/ Horticulture Registered Professional	Per Hour	R
12	Maintenance and Development of Landscaping and grounds	m2	R
13	Fill-up existing areas with topsoil or fine builders' sand	m2	R
14	Maintain existing areas with decorative grid stones/ rock beds	m2	R
15	Labor: Maintain existing water features	Per Hour	R

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	Provisional Sum			
		Provisional Sums for the Duration of the Contract		
			Item	R2 500 000,00
	Preliminary & General		Item	
		Sub Total		
		Add 15 % VAT		
	Total Carried to Form of Tender			
	Ad-hoc items: Provisional sum has been included in the pricing schedule and will only be applicable where related goods are required that are not catered for in the line items in the pricing schedule, including quality verification of products. The ad-hoc items will be on an as and when required basis subject to prior approval of the items being required. All appointed service providers will be requested to submit quotes and the lowest quote will be accepted (subject to the lowest quote being market related) .			
	Payments for such services will be on actuals and supporting documentation to be submitted with such. The provisional sum value is valid for the total contract period.			

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PART C3 SCOPE OF WORKS

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APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE : PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS (36 MONTHS).

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SCOPE OF WORKS: LDPWRI-B\20571: APPOINTMENT OF A CONTRACTOR FOR THE RENDERING OF ESTATE MAINTANANCE: PARLIAMENTARY VILLAGE, LEGISLATURE OFFICE AREA AND PREMEIR'S GUEST HOUSE CATEGORISED AS (NATIONAL KEY POINTS FOR THE PROVINCE OF LIMPOPO) IN THE CAPRICORN DISTRICT THROUGH THE OPEN TENDER FOR A PERIOD OF 3 YEARS (36 MONTHS).

1. INTRODUCTION

LDPWRI's mandate includes maintenance of the national key points such seek to appoint Service Provider/s to render estate maintenance services at all National Key Points period of 36 month on an as and when required basis. The service is essential to ensure that all National Key Points premises and surroundings are well maintained and presentable.

A. BACKGROUND

The LDPWRI as a Department and Capricorn District Office is responsible for the maintenance of Limpopo National Key Point. Operations are provided through 4 Areas (Parliamentary Village, Legislature offices at Lebowakgomo, Lebowakgomo MEC's Residence and Premier's Guest House) located throughout the City of Polokwane and Lebowakgomo in the Capricorn District and Sekhukhune District respectively. The LDPWRI department will concentrate on not limited to Maintenance of Prestige and National Key Points of Limpopo Province and therefore requires appointment Service Provider/s to render estate maintenance services at all National key Points sites for a period of 36 months as and when required.

B. SCOPE OF WORK

The scope of work for the bid entails the carrying out daily and monthly estate maintenance tasks which includes but not limited to maintenance of all grass, lawn, turf, weeds and other vegetation at all of National Key Areas and Prestige's estate, including the application of herbicides, cutting down of trees, pruning of trees and shrubs, cleaning and sweeping of roads and paved areas, cultivating and cleaning of flowerbeds, clearing of the perimeter fences one-meter ether side, removal of the grass clippings and garden rubble, removal of fallen trees and cutting down of trees, branches, pruning of tree, removal of tree trunks as well as uprooting of trees and trunks and maintenance of pot plants.

The scope of work mentioned above is applicable to all Limpopo National Key Point sites.

ESTATE MAINTENANCE SPECIFICATIONS

The maintenance required at all LIMPOPO NATIONAL KEY POINTS sites are as follows:

- a) Mowing of lawns using a tractor and slasher or lawnmower or brush cutters and removing of the cuttings waste to a refuse disposal site,
- b) Cleaning (removal of weeds) and sweeping of all paved areas,
- c) Cleaning and sweeping of all roads, paved areas and parking fixtures at all National Key Areas sites,
- d) Cleaning (removal of weeds), making and cultivating all flowerbeds,

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- e) Maintaining a one-meter clearance and clean area on either side of the perimeter fence,
- f) Removal of any vegetation growing on the site perimeter fence,
- g) Cleaning between and around the sludge drying beds,
- h) Application of herbicides as and when required,
- i) Pruning of shrubs, trees and plants at all LDPWRI sites as and when required,
- j) Cutting down of trees or uprooting and removal thereof as and when required,
- k) Cutting up fallen trees and the removal thereof as and when required,
- l) Maintain irrigation system as and when required,
- m) Planting of flowers as and when required.
- n) Lawn and turf maintenance,
- o) Exterior horticultural plants and flower bed maintenance,
- p) General maintenance of trees and hedges,
- q) Maintenance and landscaping of grounds,
- r) Supplying of indoor plants and pot planters,
- s) Maintenance of indoor plants,
- t) Maintenance of existing water features as and when required.

DESCRIPTION OF SERVICES:

- a) Mowing and trimming lawns around trees, shrubs and any other object/ obstruction that prevent mowing of the lawns with a conventional lawn mower. The Service Provider is also responsible for weed control, irrigation and renewal of grass.
- b) Removal and containment of weeds and maintenance of the borders/ edges of the flower beds, shrubs and irrigation thereof, sufficient and careful breaking of the soil surface with a garden fork.
- c) To improve the absorption of water, renew seasonal flowering plants and disease/ pest control.
- d) Managing the grass against/ underneath palisades, walls, perimeters, and other fences. The grass in these localities must be controlled through the applications of growth

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inhibitors and soil sterilizers. Grass to be kept two meters clear of the perimeter fence line.

- e) Where development is required, the Service Provider shall ensure soil preparation, planting/ establishing of plant material according to accepted gardening principles, composting of flower beds and lawns.
- f) Sweeping and clearing of debris on all roads, parking areas and all paved, concrete and tarred surfaces, removal of weeds.
- g) Gardening and Landscaping services.
- h) The management of foreign plants and declared weeds on lawns, car shelters, roads and sidewalks, fences, substations and paved/ covered surfaces.
- i) Support and binding of trees, pruning, shaping, trimming and removal of branches and removing and replacing trees.
- j) Remove and dispose of all refuse, rubble, vegetation and growth at an authorized dumping site.
- k) The Service Provider shall be responsible for the provision of all consumables, equipment and tools that might be needed to render an efficient service at his own cost.
- l) Only GHS (Globally Harmonized System) approved chemicals must be used.
- m) The Service Provider must submit the specification and Material Safety Data sheets of all applicable consumables and herbicides.
- n) Any other services arising out of or incidental to the above or required of the Service Provider for the proper completion of the service in accordance with the true meaning and intent of the contract.

ADHOC SERVICES

- a) Tree Uprooting & Removal
- b) Removal of fallen trees
- c) Planting of Trees
- d) Tree root pruning
- e) Planting of Flowers
 - i. Supply of indoor plants and pot planters
 - ii. Aloe Bainesil
 - iii. Hybrid Tea Plant

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- iv. Dracaena Alchemy
- v. Euphorbia Trigona
- vi. Zamifolia plant
- vii. Mahogany plants
- viii. Senservia plants
- f) Maintenance of irrigation system
- g) Labourer: General Worker - Unskilled
- h) Labourer: Semi - skilled
- i) Labourer: Landscaping/Horticulture Professional
- j) Maintenance and Development of Landscaping and grounds
- k) Fill-up existing areas with topsoil or fine builders sand
- l) Maintain existing areas with decorative grid stones

GENERAL SERVICE REQUIREMENTS

- a) **NOTE: The services rendered include the collection, removal and disposal of waste to an approved dedicated refuse station within the respective municipalities where LDPWRI operate must adhere to all roads, transport and traffic regulatory provision.**
- b) **Furthermore, bidders must liaise directly with the respective municipalities to verify if any cost will be applicable, which will be solely on the bidder's account and the rates provided to LDPWRI must take this cost into account.**
- c) **All the service provider employees must be issued with the basic Personal Protective Equipment (PPE) as required by the OHS Act and should include, but not be limited to, safety boots, overalls, safety goggles, hearing protection, gloves and dust masks. The cost of the PPE should be factored into the bid price**
- d) **For herbicides only registered products with a registered trademark will be accepted and relevant **Material Safety Data Sheet (MSDS)** for each of the products must be submitted. Should two trade names for one active ingredient be submitted, two MSDS forms must be submitted. Any other relevant legislated provisions must be complied with for the duration of the contract and LDPWRI reserves the right to request proof thereof at any time.**
- e) **NOTE: Herbicides must be environmentally friendly to prevent harmful effects to the aquatic eco-systems around all sites (e.g. fish, frogs, birds, etc.)**
- f) **The service provider will be expected to provide all equipment required for the rendering of the service including those to be used for ad-hoc services (an inventory list must be**

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submitted for all equipment). It will be the service provider's responsibility to ensure that all equipment is available, maintained and accounted for on a periodic basis. Storage facilities will be made available to store any tools or equipment where applicable. Dedicated parking space for the tractor and slasher will be allocated where applicable.

- g) **The scope of work elements, safety and general requirements will form part of the Service Level Agreement (SLA) that will be entered between LDPWRI and the successful bidder/s.**

SAFETY REQUIREMENTS FOR RENDERING OF THE SERVICES

- a) Safety supporting ropes must be always used to prevent falling branches or trees falling on any of NATIONAL KEY POINTS's buildings or structures or equipment or perimeter fence to maintain safety. All required safety equipment must be always used. The work area must be cordoned off and barricaded with safety net or net with signs indicating the dangers involved and prohibiting access to the area of the work being carried out.
- b) Tree branches hanging over the fence must be cut away and cleared to prevent damage to the perimeter fence should they break and fall. The work area must be cordoned off and barricaded with safety net or net with signs indicating the dangers involved and prohibiting access to the area of the work being carried out.
- c) Any damage, accidents or losses caused by the appointed Service Provider, while executing the applicable duties on contract, will be the appointed Service Provider's responsibility and for his own account. LDPWRI will not be liable for any such damage, accidents or losses. **The appointed Service Provider must be ALL INCLUSIVELY INSURED for any damage, accidents or losses that may occur to private and municipal property whilst rendering the applicable service.** This includes Employees, Equipment or any other asset belonging to private individuals or to LDPWRI. Verification of insurance requirements will be made as part of the Service Level Agreement (SLA).
- d) Unsafe conditions must be reported by the appointed Service Provider to LDPWRI, before any work may commence or continue.
- e) Inspections of the Service Provider's equipment, e.g. ladders, applicators and any other applicable plant and safety equipment may be conducted by the LDPWRI representatives at any given time. Any commencement of work will be ceased should any unsafe equipment be identified, or unsafe conditions or acts occur.
- f) The relevant requirement with regards to the Occupational Health and safety must be complied with, with reference to the safety file in accordance with the relevant commodity and scope of work items covered by this document taking into consideration that the most current regulation will always take precedence.
- g) The Service Provider is responsible for maintaining the safety of its employees and LDPWRI retains the right to inspect the staff's PPE and equipment as and when

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required. The Service Provider must adhere to all LDPWRI safety policies and procedures.

- h) All vehicles, tractors, slashers and relevant equipment must always be in excellent working condition.
- i) The Service Provider is responsible for full compliance with protective clothing as provided in terms of the occupational health and safety Act 85 of 1993 and its amendments for the duration of the contract for the cost of the bidder. Non-compliance will result in the Service Provider being denied access to the sites.
- j) Service Provider must be Registered at Workman Compensation Commissioner and submit a letter of good standing and in compliance with terms and conditions of the OHS Act as well as COID (Compensation for Occupational Injuries and Diseases) Act. and ensure that all conditions and requirements are always adhered to.
- k) The Service Provider takes full responsibility for the health and safety requirements of his/her employees and indemnifies LDPWRI from any claim whatsoever emanating from the operations directly or indirectly.
- l) The Service Provider must have Public Liability Insurance and maintain it for the duration of the contract period. **The Service Provider is liable for and further accepts full responsibility for damages, theft, injury, and death whatsoever caused to LDPWRI, the general public or his employees during operations.** The Service Provider will resolve all claims professionally and rapidly.

REQUIREMENTS

- a) Work may only commence upon the receipt of an Official LDPWRI Appointment letter and an Official work permit. Any work done without an Official LDPWRI Appointment Letter will be for the cost of the appointed Service Provider.
- b) The appointed Service Provider is responsible for supplying all the necessary functional equipment to complete the tasks listed on the contract.
- c) No LDPWRI vehicles, tools, plant or equipment/resources will be allowed to be utilized or to assist the appointed Service Provider unless approved in writing by the LDPWRI delegated official.
- d) The Service Provider(s) supervisor must be on site to oversee the grass cutting and cleaning operations.
- e) The Service Provider(s) must have registered vehicles for collecting and transporting waste to approved Municipal waste management sites and must adhere to all roads, transport and traffic regulatory provision.
- f) If for any reason whatsoever the LDPWRI Manager is not satisfied with any action by the Service Provider, he or she will address it with the Service Provider to correct it to the satisfactory standard of specifications.
- g) The Service Provider shall provide timeously monthly valid invoice/tax invoice together with an updated statement, dated correctly to LDPWRI Manager in terms

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of actual work executed within that month for the site, to the relevant LDPWRI Manager must approve the invoice for work done prior to payment.

- h) The Service Provider is to note that all employee legislative and administration, UIF, workman's compensation, public liability, professional indemnity, site and equipment's safety and security and ensure it is factored into the pricing of the bid. Verification of requirements will be done during Service Level Agreement (SLA) and monitored during the performance evaluations.
- i) Medical and induction costs shall be for the account of the Service Provider.
- j) Where applicable, the appointed Service Provider is responsible to contact the Traffic Department to safeguard the Roads and Road Users, as and when needed. Furthermore, it is the appointed Service Provider's responsibility to contact Telkom, Eskom, etc. should their services/consent be required.

PART C3.1: SPECIAL NOTES TO BIDDERS

The following special conditions are for compliance and attention to bidders:

- 1.1. LDPWR&I reserve the right to call interviews with short-listed bidders before final selection.
- 1.2. LDPWR&I reserve the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include surprise site visits.
- 1.3. LDPWR&I reserve the right to appoint the bidder that proves to be fully capable and qualified to handle and execute the job.
- 1.4. The proposals submitted must be in line with the detailed specification.
- 1.5. LDPWR&I reserve the right to cancel or withdraw this bid if:
 - i. Due to changed circumstances, there is no longer a need for these services; or
 - ii. Funds are no longer available to cover the total envisaged expenditure; or
 - iii. No acceptable bids are received; or
 - iv. There is a material irregularity in the Bid process.
- 1.6. In the case of sub-contracting or joint venture agreement, LDPWR&I will enter a single contract with the principal bidder.
- 1.7. Bidders who are not registered on Central Supplier Database (CSD) must register before submission of bids.
- 1.8. Any completion of the bid document in pencil or erasable ink will not be acceptable and will automatically disqualify the submitted bid.
- 1.9. Successful bidder will be required to sign and enter a formal contract upon the award.
- 1.10. Notwithstanding shortcomings and/or inconsistencies, if any, in this specification, which is only a minimum specification, a bidder shall make provision for a complete solution that will deliver the required service efficiently and cost-effectively.
- 1.11. Bid documents must be submitted physically to the closing address as reflected on the Request for Quotations/ Tender.
- 1.12. Quotations received after the closing date and time will not be accepted for consideration.
- 1.13. This request for bid document contains confidential information about LDPWR&I, which has been provided to supply potential bidders with the data necessary to provide a holistic response.
- 1.14. No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party, in any manner whatsoever without the prior written permission of LDPWR&I.
- 1.15. Any reproduction or transmission of information contained in this document except for the sole purpose of responding to this bid is strictly prohibited.
- 1.16. References to LDPWR&I must not be made in any literature, promotional material, and brochures or sales presentations without the express written consent of LDPWR&I.

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PART C3.2: THE EXPANDED PUBLIC WORKS PROGRAMME – SCOPE OF WORKS

1. Employers' objective

The employer's objectives are to deliver public infrastructure using labour intensive methods in accordance with EPWP Guidelines

2. Use of local Workers for LI designated activities

Labour-intensive works shall be constructed/ maintained using local workers who are temporarily employed in terms of this Scope of Work.

3. Competencies of LI Management and Supervisory staff

Contractors shall engage supervisory and management staff in labour-intensive works that have completed the skills programme including Foremen/Supervisors at NQF "d" and Site Agent/Manager at NQF level 6 "Manage labour-intensive Construction Processes" or equivalent QCTO qualifications.

4. Ministerial Determination

https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.gov.za/documents/basic-conditions-employment-act-ministerial-determination-4-expanded-public-works&ved=2ahUKEwiTp6LK_PyMAxUJW0EAHd0TNccQFnoECBUQAQ&usq=AOvVaw2d9VV2sIntKoPnAhyMziqS

5. Provision of Hand tools

The Contractor shall provide his labour force with hand tools of adequate quality, sufficient in numbers and make the necessary provisions to maintain the tools in good and safe working conditions

6. Wage Dispute (Contractor default to pay participants)

Any dispute between the Contractor and EPWP Workers, regarding delayed payment or default in payment of fair wages, if not resolved immediately may compel the Employer to intervene.

The Employer may, upon the Contractor defaulting payment, pay the moneys due to the workers not honoured in time, out of any moneys due or which may become due to the Contractor under the Contract.

7. Reporting requirement of Contractor

The Contractor should submit the following at the beginning of the Contract:

- (a) Contracts of all the workers employed on the contracts including their certified identity documents;
- (b) Proof of Registration for COIDA and UIF;
- (c) OHS Files

The Contractor shall submit monthly returns/reports as specified below:

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- (a) Signed Muster rolls/pay sheets of temporary workers and permanent staff detailing the number, category, gender, rate of pay and daily attendance.
- (b) Copies of certified identity documents of workers
- (c) Number of persons who have attended training including nature and duration of training provided
- (d) Assets created, rehabilitated or maintained in accordance with indicators in the EPWP M&E framework
- (e) Plant utilization returns
- (f) Progress report detailing production output compared to the programme of works

PART C3.3: THE EXPANDED PUBLIC WORKS PROGRAMME – PARTICULAR SPECIFICATION

1. EPWP Special Project Specification

As much as is economically feasible all work shall be implemented by employing Labour Intensive Construction methods. Over and above the normal Building and Allied works to be implemented by employing skilled and unskilled labour the works specified in the “Guidelines for the Implementation of Labour-Intensive Infrastructure Projects under the Expanded Public Works Programme (EPWP)” shall be undertaken using Labour Intensive Construction methods.

2. Requirement for Sourcing and engagement of Labour

Unskilled and semi-skilled labour required for the execution of all labour intensive works shall be engaged strictly in accordance with prevailing legislation and SANS 1914-5, Participation of Targeted Labour.

The minimum rate of pay set for the EPWP is **R 126.64** per day.

Tasks established by the contractor must be such that:

- (a) the average worker completes 5 tasks per week in 40 hours or less; and
- (b) the weakest worker completes 5 tasks per week in 55 hours or less.
- (c) The contractor must revise the time taken to complete a task whenever it is established that the time taken to complete a weekly task is not within the requirements of 1.1.3 of the EPWP Infrastructure Guidelines.

The Contractor shall, through all available community structures, inform the local community of the labour intensive works and the employment opportunities presented thereby. Preference must be given to people with previous practical experience in construction and / or who come from households:

- a) where the head of the household has less than a primary school education;
- b) that have less than one full time person earning an income;
- c) where subsistence agriculture is the source of income.
- d) those who are not in receipt of any social security pension income

3. Employment demographics

The Contractor shall endeavour to ensure that the expenditure on the employment of temporary workers is in the following proportions:

- a) 60% women.
- b) 55% youth who are between the ages of 18 and 35; and
- c) 2% on persons with disabilities.

4. SANS 1914-5

https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.gov.za/sites/default/files/gcis_document/201409/25656a0.pdf&ved=2ahUKEwjA29Lj_PyMAxWDZ0EAHfgSBdUQFnoECAkQAQ&usg=AOvVaw3RoDVbrwtN7Tffo0fngTbQ

5. Sample Project Nameboard

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6. CONSTRUCTION METHODS

Labour Intensive Specification in the Guidelines pertaining to “Earth works”: GENERIC LABOUR-INTENSIVE SPECIFICATION

The Generic Labour-intensive specification below is the same as SANS 1921-5,

Construction and management requirement for works contracts- Part 5: Earth works activities which are to be performed by hand and should be included in the scope of works without amendment or modification as set out below.

SCOPE

This specification establishes general requirements for activities which are to be executed by hand involving the following:

- a) Trenches having a depth of less than 1.5 metres
- b) Storm water drainage

PRECEDENCE

Where this specification is in conflict with any other standard or specification referred to in the Scope of Works to this Contract, the requirements of this specification shall prevail.

HAND EXCAVATEABLE MATERIAL

Hand excavatable material is material:

- a) Granular materials:
 - i) whose consistency when profiled may in terms of table 1 be classified as very loose, loose, medium dense, or dense; or
 - ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 15 blows of a dynamic cone penetrometer is required to penetrate 100mm;
- b) Cohesive materials:
 - i) whose consistency when profiled may in terms of table 1 be classified as very soft, soft, firm, stiff and stiff / very stiff; or
 - ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 8 blows of a dynamic cone penetrometer is required to penetrate 100mm;

Note:

- 1) A boulder, a cobble and gravel is material with a particle size greater than 200mm, between 60 and 200mm.
- 2) A dynamic cone penetrometer is an instrument used to measure the in-situ shear resistance of a soil comprising a drop weight of approximately 10 kg which falls through a height of 400mm and drives a cone having a maximum diameter of 20mm (cone angle of 60° with respect to the horizontal) into the material being used.

Table 1: Consistency of materials when profiled.

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GRANULAR MATERIALS		COHESIVE MATERIALS	
CONSISTENCY	DESCRIPTION	CONSISTENCY	DESCRIPTION
Very loose	Crumbles very easily when scraped with a geological pick.	Very soft	Geological pick head can easily be pushed in as far as the shaft of the handle.
Loose	Small resistance to penetration by sharp end of a geological pick.	Soft	Easily dented by thumb; sharp end of a geological pick can be pushed in 30-40 mm; can be moulded by fingers with some pressure.
Medium dense	Considerable resistance to penetration by sharp end of a geological pick.	Firm	Indented by thumb with effort; sharp end of geological pick can be pushed in up to 10 mm; very difficult to mould with fingers; can just be penetrated with an ordinary hand spade.
Dense	Very high resistance to penetration by the sharp end of geological pick; requires many blows for excavation.	Stiff	Can be indented by thumbnail; slight indentation produced by pushing geological pick point into soil; cannot be moulded by fingers.
Very dense	High resistance to repeated blows of a geological pick.	Very stiff	Indented by thumbnail with difficulty; slight indentation produced by blow of a geological pick point.

Trench excavation

All hand excavatable material in trenches having a depth of less than 1,5 metres shall be excavated by hand.

Compaction of backfilling to trenches (areas not subject to traffic)

Backfilling to trenches shall be placed in layers of thickness (before compaction) not exceeding 100mm. Each layer shall be compacted using hand stampers.

- a) to 90% Proctor density.
- b) such that in excess of 5 blows of a dynamic cone penetrometer (DCP) is required to penetrate 100 mm of the backfill, provided that backfill does not comprise more than 10% gravel of size less than 10mm and contains no isolated boulders, or
- c) Such that the density of the compacted trench backfill is not less than that of the surrounding undisturbed soil when tested comparatively with a DCP.

Excavation

All hand excavatable material including topsoil classified as hand excavatable shall be excavated by hand. Harder material may be loosened by mechanical means prior to excavation by hand.

The excavation of any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

Clearing and grubbing

Grass and small bushes shall be cleared by hand.

Shaping

All shaping shall be undertaken by hand.

Loading

All loading shall be done by hand, regardless of the method of haulage.

Haul

Excavation material shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150 m.