



a world class African city



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntemi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF JOHANNESBURG WATER

DESCRIPTION: SUPPLY, DELIVERY, OFF-LOADING, SERVICING, REMOVAL AND DISPOSAL OF WASTE SKIP BINS ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF EIGHT WEEKS (02 MONTHS) AT VARIOUS JW WASTEWATER TREATMENT WORKS

RFQ NUMBER: RFQJW062KM26	
ADVERT DATE: 01 June 2026	
CLOSING DATE: 08 June 2026	
CLOSING TIME: 16:00pm	
RFQ VALIDITY PERIOD: 60 Days	
TOTAL QUOTATION VALUE MUST BE INCLUSIVE OF ALL APPLICABLE TAXES. NB: FAILURE TO INCLUDE ALL APPLICABLE TAXES ON QUOTATION WILL LEAD TO DISQUALIFICATION.	
SUBMISSION OF QUOTATIONS: SUBMISSIONS MUST BE MADE ON THE E-TENDER PORTAL (https://www.etenders.gov.za/)	
BRIEFING SESSION - VENUE: Northern Wastewater Treatment Works DATE: 04 June 2026 TIME: 10:00 – 12:00	
CONTACT PERSON SUPPLY CHAIN MANAGEMENT Name: Khutso Mookamedi Tel No: 011-688-1927 Email: khutso.mookamedi@jwater.co.za	CONTACT PERSON: Lesego Motsepe END USER DEPARTMENT: OPS – BWW Tel No: 063 509 0462 / 011 959 3907 Email: Lesego.motsepe@jwater.co.za
Name of Bidder:	
Total Amount excl. VAT:	
VAT Amount:	
Total Amount Incl. VAT:	

Directors:

Ms Dineo Majavu (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director), Mr Kgaugelo Mahlaba (Chief Financial Officer and Executive Director), Mr Sipho Mthembu, Ms Zandile Meeleso, Mr Pholoso Matjele, Mr Molate Mashifane, Ms Pamela Mabece, Mr Collen Sambo, Mr Makoko Makgonye, Ms Thabiso Kutumela, Mr Kefiloe Mokoena Ms Kethabile Mabe (Company Secretary),

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THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 22, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR SPECIFIC GOALS AS PER PPPFA 2022

ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

- 1. QUOTATIONS MUST BE ON COMPANY LETTERHEADS**
- 2. QUOTATIONS RECEIVED AFTER CLOSING DATE AND TIME WILL NOT BE ACCEPTED.**
- 3. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED**
- 4. TOTAL QUOTATION VALUE TO INCLUDE ALL APPLICABLE TAXES.**
- 5. SUBMIT A COPY OF A VALID BBBEE CERTIFICATE OR SWORN AFFIDAVIT.**
- 6. ENSURE THAT ALL ATTACHED MBD'S ARE DULY COMPLETED AND SIGNED**
- 7. SUBMIT A COPY OF VALID LEASE AGREEMENT OR MUNICIPAL ACCOUNT STATEMENT NOT OLDER THAN 3 MONTHS AND NOT IN AREAS FOR MORE THAN 90 DAYS**
- 8. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY**
- 9. SUBMIT A COPY OF VALID WASTE TRANSPORTATION CERTIFICATE FROM THE GAUTENG DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT AND ENVIRONMENT (GENERAL and HAZARDOUS)**
- 10. SUBMIT A VALID LETTER OF GOOD STANDING FROM THE DEPARTMENT OF EMPLOYMENT and LABOUR**

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Guide: How to submit a response on the E-tender Portal

- Submit on E tender portal, following the below:
 1. (<https://www.etenders.gov.za/>)
 2. Search/Click Browse Opportunities by organ of state (Johannesburg Water)/search by RFQ reference number.
 3. Click the **+ sign** to expand the tender/ RFQ information.
 4. start the e submission process.
 5. Supplier login
 6. Use your CSD Credentials to Login. Contact CSD on (csd@treasury.gov.za) in case you forgot your login credentials. "My profile should show if you have logged in successfully".
 7. select supplier.
 8. check the submission checklist and attached the compulsory documents.
 9. confirm and proceed.

If the application is not going through on the E-tender portal Contact:

eTenders Contact Centre

+27(0)12 406 9222 / 012 406-9229 / 012 312-5000

etenders@treasury.gov.za <https://etenders.treasury.gov>

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Specification:

SCOPE OF WORK

REQUIREMENTS

The service provider will be required to provide 6m³ solid waste skip bins for the collection of waste generated at the five (05) Wastewater Treatment Works on an “as and when” required basis for a period of Eight Weeks (02 Months).

The service provider will be required to provide sufficient transportation / trucks suitable for lifting and removal of 6m³ steel solid waste skip bins from the WWTWs to the registered landfill site, **Class A** and **Class B**, and back in compliance with the norms and standard of national environmental management waste act and JW operational requirements of each works including the applicable environmental legislations.

For each waste skip bin serviced, the service provider will be required to submit the service slips / waste manifest for each waste skip bin signed by both the driver and the process controller designated at each collection point, including the weighbridge slip and safe disposal certificate from the landfill site to the respective works managers.

The service provider will be required to provide an assistant to the truck operator every time during the delivery and the removal of the solid waste bins.

PROCEDURE OF OPERATIONS

- The waste skip bins will be lifted and removed by the supplied trucks from the five (05) wastewater treatment works in line with their operational plans and required frequencies for disposal at a licensed/ registered landfill site, **Class A** and **Class B**, and provide service slip / or waste manifest, weighbridge slip and safe disposal certificate.
- No spillages of any kind should happen during the handling and transportation to and from the landfill site. The contractor must be geared to immediately clean up and treat any unforeseen spillages and report it to the relevant Works Manager for each WWTW.
- JW reserves its right to cancel the contract with immediate effect if the service provider contravenes any applicable City of Johannesburg's By-laws and environmental legislations.
- Duty solid waste skip bins taken away must be replaced immediately with an empty solid waste skip bins with no spillages occurring.
- Incident Management Plan and Emergency Preparedness Procedures shall be in place prior any accident or incident.



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LOCATIONS

1. Bushkoppie Wastewater Treatment Works

Cnr. Golden Highway R553 & Stockwell Avenue
Eldorado Estates
011 688 6546
GPS Latitude -26,3114
GPS Longitude 27,93042

2. Ennerdale Wastewater Treatment Works

Portion 48 of Farm
Elandsfontein
30810
011 688 6546
GPS Latitude -26,417143
GPS Longitude 27,77315

3. Goudkoppies Wastewater Treatment Works

Cnr. East Street & Gibbs Road
Devland
011 9837620
GPS Latitude 27⁰55'38.8812
GPS Longitude 26⁰16'15.1674

4. Northern Wastewater Treatment Works

William Nicol Ext R511
011 510 2600
GPS Latitude -25.948313
GPS Longitude 27.986972

5. Olifantsvlei Wastewater Treatment Works

01 Cavendish Street Ext.
Olifantsvlei 316 IQ
Portion RE/2/316
Nancefield Industrial
011 959 3907
GPS Latitude 26⁰19'11"S
GPS Longitude 27⁰55'03"E

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ESTIMATED QUANTITIES

It must be noted that these are estimated quantities and may increase or decrease. JW takes no responsibility or liability for the estimates provided.

SUPPLY, DELIVERY, OFF-LOADING, SERVICING, REMOVAL AND DISPOSAL OF WASTE SKIP BINS

Item	Description	Unit of Measure	Estimated Monthly Qty
1.1	Supply, delivery, servicing and removal of skip waste bins (6m ³) as specified	No.	294
1.2	Waste Skip Bin (6m ³) Rental per month	No.	18
1.3	Disposal Per Ton	Ton	294

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BILL OF QUANTITIES 01: CLASS A

Note: Type 1: Hazardous waste (high risk) – Dispose to **Class A** landfill (fully lined hazardous waste landfill).

SUPPLY, DELIVERY, OFF-LOADING, SERVICING, REMOVAL AND DISPOSAL OF WASTE SKIP BINS

BUSHKOPPIE WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Safety File (Once-off, UP = MR)	01	R	R
1.2	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	32	R	R
1.3	Six (06) m3 Waste Skip Bins for Rental	04	R	R
1.4	Disposal per ton at registered landfill site	32	R	R
Sub-Total			R	R
ENNERDALE WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	02	R	R
1.2	Waste Skip Bin (6m3) Rental per month	01	R	R
1.3	Disposal Per Ton	02	R	R
Sub-Total				
GOUDKOPPIES WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	88	R	R
1.2	Waste Skip Bin (6m3) Rental per month	04	R	R
1.3	Disposal Per Ton	88	R	R
Sub-Total				
NORTHERN WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	140	R	R

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1.2	Waste Skip Bin (6m3) Rental per month	05	R	R
1.3	Disposal Per Ton	140	R	R
Sub-Total			R	R
OLIFANTSVLEI WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m ₃) as specified	32	R	R
1.2	Waste Skip Bin (6m ₃) Rental per month	04	R	R
1.3	Disposal Per Ton	32	R	R
Sub-Total			R	R
GRAND TOTAL				

Lesego Motsepe
25.05.26



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BILL OF QUANTITIES 02: CLASS B

Note: Type 2: Moderate risk waste (non-hazardous but with some contaminants approaching hazardous levels) – Dispose to **Class B** landfill (engineered general waste landfill with robust liner systems).

SUPPLY, DELIVERY, OFF-LOADING, SERVICING, REMOVAL AND DISPOSAL OF WASTE SKIP BINS

BUSHKOPPIE WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Safety File (Once-off, UP = MR)	01	R	R
1.2	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	32	R	R
1.3	Six (06) m3 Waste Skip Bins for Rental	04	R	R
1.4	Disposal per ton at registered landfill site	32	R	R
Sub-Total			R	R
ENNERDALE WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	02	R	R
1.2	Waste Skip Bin (6m3) Rental per month	01	R	R
1.3	Disposal Per Ton	02	R	R
Sub-Total				
GOUDKOPPIES WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	88	R	R
1.2	Waste Skip Bin (6m3) Rental per month	04	R	R
1.3	Disposal Per Ton	88	R	R
Sub-Total				
NORTHERN WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m3) as specified	140	R	R



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1.2	Waste Skip Bin (6m3) Rental per month	05	R	R
1.3	Disposal Per Ton	140	R	R
Sub-Total			R	R
OLIFANTSVLEI WWTW				
Item	Description	QTY	Unit Price (Excl)	Monthly Rate (Excl)
1.1	Supply, delivery, servicing and removal of skip waste bins (6m ₃) as specified	32	R	R
1.2	Waste Skip Bin (6m ₃) Rental per month	04	R	R
1.3	Disposal Per Ton	32	R	R
Sub-Total			R	R
GRAND TOTAL				

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25.05.26

Attach the following certificates

- 1.1 Certificate of registration with Gauteng Department of Agriculture & Rural Development (GDARD) written Hazardous
- 2.2. Transport Permit from City of Johannesburg- transportation Authorization from Gauteng Department of Agriculture & Rural Development



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MANDATORY REQUIREMENTS:

- 1.1 Full Completion of the Bill of Quantities (BOQ 01 and BOQ 02)/ Specification (where applicable)**
- 1.2 Attendance of compulsory site briefing (where applicable)**
- 1.3 Attachment of datasheet, reference letter, proof of certification, proof of accreditation, functionality requirements (where applicable)**
- 1.4 No RFQ will be considered by persons in the service of the state**
- 1.5 No Bidder who is blacklisted by National Treasury or any National Authority due to non-performance will be considered**
- 1.6 All Quotes should be on PDF (MS WORD, MS EXCEL, PICTURES ARE NOT ALLOWED) and On Company Letterhead**
- 1.7 Submission of a Joint Venture Agreement, where applicable, which has been properly signed by all parties**

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POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

In terms of the Protection of Personal Information Act 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc. whether appointed or prospective.

2. Definitions of personal information

According to the Act "personal information" means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses include residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

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We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law.
- Where we believe it is necessary to protect our rights.

3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorized access and use of personal information. We will, on an ongoing basis, continue to review our security controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for is kept secure. We will ensure that anyone with whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.

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**DATA SUBJECT CONSENT WITHDRAWAL FORM
IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, NO. 4 OF
2013 (POPIA)**

CONSENT

Ia natural person “herein referred to as the “Data Subject” with identification number hereby withdraw my consent to process my personal information by Johannesburg Water SOC Ltd (Responsible Party). Therefore, Johannesburg Water SOC Ltd. no longer has my consent to process my personal information for the intended purpose

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

which was previously granted using the DATA SUBJECT CONSENT FORM.

The withdrawal of consent does not affect the lawfulness of the processing activities up to the date on this form.

Details of Data Subject

Name and surname:

Identification number:

Date of Birth:

Residential address:

.....

.....

Contact number(s):

E-mail address:

Relationship to Responsible Party:

Signed at _____ on this _____ day of _____ 20 ____

Signature of Data Subject

Information Officer/Deputy
Johannesburg Water SOC Ltd.



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ADMINISTRATIVE REQUIREMENTS

PLEASE SUPPLY THE FOLLOWING DOCUMENTS TO ENABLE US TO EVALUATE YOUR SUBMISSION:

Returnable Documents	Description	Yes/No
1	Original Valid Tax Clearance Certificate /valid SARS PIN	COMPULSORY
2	A, certified /original/valid, BBEE certificate /affidavit (Please note that the Sworn Affidavit must be compliant as per B- BBEE Practice Guide 01 of 2018 , NON-COMPLIANT AFFIDAVIT WILL BE SCORED ZERO)	COMPULSORY
3	Municipal rates and taxes (Must not be older than 90 days in arrears in line with regulation 38.	COMPULSORY
4	Signed Declaration of Interest form (MBD 4)	COMPULSORY
5	Declaration of Bidders past supply chain management practices (MBD 8)	COMPULSORY
6	Certificate of Independent Proposal Determination (MBD 9)	COMPULSORY
7	Proof of CSD registration /MAAA Supplier Number	COMPULSORY
8	Preference points claim form in terms of the preferential procurement regulations 2022 (MBD 6.1)	COMPULSORY
9	Company registration documents with ID copies of directors / shareholders.	COMPULSORY

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Turbine Hall
65 Ntengi Piliso Street
Newtown
Johannesburg

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2107

Tel +27(0) 11 688 1400
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MBD 3.1

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

**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.....
Closing Time	Closing Date.....

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY (QTY)	DESCRIPTION	UNIT PRICE (P)	TOTAL PRICE (QTY*P)
SUB-TOTAL				R
VAT AT 15%				R
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				R

I (full name) _____, in my capacity as _____, the duly authorized representative of _____ (company name) hereby declares that the offer is in

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accordance with the attached specification, notes to suppliers & accepts all conditions/ clauses contained in the said documents.

Signature of duly authorized representative

Date:

- 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 *Delivery: Firm/Not firm
- Delivery basis

Note: All delivery costs must be included in the bid price for delivery at the prescribed destination.

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

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MBD 4

DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid.

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

- 3.1 Full Name of bidder or his or her representative:
3.2 Identity Number:
3.3 Position occupied in the Company (director, trustee, shareholder?):
3.4 Company Registration Number:
3.5 Tax Reference Number:
3.6 VAT Registration Number:
3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state... YES / NO

3.8.1 If yes, furnish particulars.

1MSCM Regulations: "in the service of the state" means to be -

- (a) a member of -
(i) any municipal council.
(ii) any provincial legislature; or
(iii) the national Assembly or the national Council of provinces.

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- (b) a member of the board of directors of any municipal entity.
(c) an official of any municipality or municipal entity.
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or provincial legislature.

2 Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months?..... YES / NO

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?..... YES / NO

3.10.1 If yes, furnish particulars.....

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?..... YES / NO

3.11.1 If yes, furnish particulars.....

.....

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3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.....

.....

3.13 Are any spouse, child or parent of the company's directors' trustees, managers, principle shareholders or stakeholders in service of the state YES/ NO

3.13.1 If yes, furnish particulars.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract YES / NO

3.14.1 If yes, furnish particulars:

.....

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

Full Name	Identity Number	State Employee Number

.....

Signature

.....

Date

.....

Capacity

.....

Name of Bidder

Directors:

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MBD 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

(delete whichever is not applicable for this tender).

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

1.3 Points for this tender (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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Newtown
Johannesburg

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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 bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

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Newtown
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(e) "The Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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65 Ntengi Piliso Street
Newtown
Johannesburg

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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Turbine Hall	Johannesburg Water	Tel +27(0) 11 688 1400
65 Ntemi Piliso Street	PO Box 61542	Fax +27(0) 11 688 1528
Newtown	Marshalltown	
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Newtown
Johannesburg

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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)	Proof of documents as per spec
SMME (An EME or QSE) 51% or more black owned by Black People	80		<ul style="list-style-type: none"> Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Qualifying Small Enterprise or Affidavit sworn under oath.

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- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct.
(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
(e) forward the matter for criminal prosecution, if deemed necessary.

Signature box containing fields for SIGNATURE(S) OF TENDERER(S), SURNAME AND NAME, DATE, and ADDRESS.

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MBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system.
 - b. been convicted for fraud or corruption during the past five years.
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

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4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

Directors:

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Table with 4 rows and 4 columns. Row 1: Question 4.4 about municipal rates and taxes, with Yes/No checkboxes. Row 2: Sub-question 4.4.1 for particulars. Row 3: Question 4.5 about contract termination, with Yes/No checkboxes. Row 4: Sub-question 4.7.1 for particulars.

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Directors:
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Ms Kethabile Mabe (Company Secretary),
Johannesburg Water SOC Ltd
Registration Number: 2000/029271/30



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntsemi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

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

Directors:

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MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder.
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation.
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

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MBD 9

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

³ 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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MBD 9

10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Directors:

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HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Olifantsvlei WWT
PROJECT DESCR:	Supply, delivery, off-loading, service, removal and disposal of waste skip bins on an as and when required basis for a period of eight weeks (02 months) at various JW wastewater treatment works.

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequences	Rating	Controls
OHS compliance legal	<ul style="list-style-type: none"> ✓ Not having a safety file ✓ Compliance to OHS act ✓ Safety officer not available on site. ✓ Not appointing competent employees 	<ul style="list-style-type: none"> ✓ Non-compliance to OHS requirements 	<ul style="list-style-type: none"> ✓ The project will be stopped. 	High	<ul style="list-style-type: none"> ✓ Compile safety file according to the SHE specification that JW will provide to the Service Provider. ✓ The Safety Officer should always be on site. ✓ Comply to OHS legal requirements of this project. ✓ Train employees/ appoint competent employees
Transportation of material to site	<ul style="list-style-type: none"> ✓ Unsafe road conditions ✓ Un-road worthy vehicles ✓ Equipment and material not safely secured. ✓ Incompetent drivers ✓ Driving under the influence of alcohol 	<ul style="list-style-type: none"> ✓ Unsafe driving conditions ✓ Accident 	<ul style="list-style-type: none"> ✓ Personal injuries ✓ Property damage ✓ Third party liability 	Moderate	<ul style="list-style-type: none"> ✓ Adherence to the speed limit ✓ Only competent/ authorised drivers should operate the vehicle ✓ All drivers shall have valid driving license. ✓ Inspection of vehicles. ✓ Equipment and material to be properly secured ✓ Alcohol testing to be done.

	<ul style="list-style-type: none"> ✓ Inclement weather ✓ Speeding 				<ul style="list-style-type: none"> ✓ Use appropriate capacity vehicle as per the load to be transported and the base course mix shall be fully covered ✓ Ensure vehicle condition is good/proper maintenance. ✓ Reversing Horn /Alarm must be in place and in working order. ✓ Drive observing all traffic rules, speed limits, road signs. ✓ Proper parking and surveillance to drivers. ✓ Toolbox talk shall be given by the supervisors before the start of any work ✓ Approved PPE as per project requirement.
Access control / entry and exit	<ul style="list-style-type: none"> ✓ Unauthorised entry to the site 	<ul style="list-style-type: none"> ✓ Theft of tools and material ✓ Violence and disorderly conduct 	<ul style="list-style-type: none"> ✓ Injuries to employees ✓ Property damage 	High	<ul style="list-style-type: none"> ✓ Appoint a full time, registered security guard on site.
Loading & offloading	<ul style="list-style-type: none"> ✓ Unskilled employees ✓ Uneven surfaces ✓ Untrained vehicle Operator ✓ Overloading ✓ Obstruction/ No standard distance/ in between truck/ skip bins 	<ul style="list-style-type: none"> ✓ Load falling on passerby ✓ Spillages 	<ul style="list-style-type: none"> ✓ Ground pollution ✓ injuries 	High	<ul style="list-style-type: none"> ✓ All plant / Equipment's should be operated only by the competent and certified Operators. ✓ Safe distance shall be maintained between the Men & plant movements. ✓ Driver to ensure that the cargo compartment shutter is properly closed after each loading & offloading operation.

	<ul style="list-style-type: none"> ✓ No/ absence of Flagman 				<ul style="list-style-type: none"> ✓ Ensure that the ground of offloading area is properly levelled. ✓ All site personnel are familiar with accident/ Incident reporting procedures and emergency telephone number is known ✓ Competent Flagman shall be assigned on site with each plant / Equipment, ✓ Plant & equipment to have all round operator visibility. Reversing alarm and beacon lights must be operational. ✓ Unauthorized personnel access strictly prohibited. ✓ The signal men/ Flag men always visible to the operator/ drivers. ✓ Segregation of plant & employees with barriers & signage, ✓ Employees briefed not to walk / stand around rear of machinery or items of plant. ✓ All people involved in the task must be trained and competent. ✓ Close supervision shall be done throughout the activities ✓ Maintenance of equipment shall be done in safe designated area.
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					<ul style="list-style-type: none"> ✓ Appropriate safety signage's will be displayed at prominent locations so that staff/ subcontractors & visitors will be aware of associated risk released from the ongoing work. ✓ All lifting tackles shall be in good condition, certified and inspected daily prior to work. ✓ Task shall be carried out in line with the approved method statement.
Lifting & Lowering Operation	✓ Mobile Cranes / Truck-mounted crane	✓ Incorrect slinging	✓ Employees struck by swinging load	High	<ul style="list-style-type: none"> ✓ Crane / Truck-mounted crane operator to be competent in the operation of the specific machine. Employees to stand clear of lifting operations
		✓ Defective crane	✓ Load falling on employees	High	<ul style="list-style-type: none"> ✓ Crane to be load tested. Pre-start inspection to be conducted on a daily basis prior to shift. Employees to stand clear of lifting operations and no employees allowed underneath lifted loads.
		✓ Incompetent Operator / not medically fit to operate	✓ Incident / Accident	High	<ul style="list-style-type: none"> ✓ Operators (and all other employees) to be sent for Occupational medical surveillance. Medical certificates and Annexure

					<p>3 to be placed on the H&S file.</p> <ul style="list-style-type: none"> ✓ Operator To be appointed in writing in terms of DMR18(11)
		<ul style="list-style-type: none"> ✓ Exceeding maximum load capacity 	<ul style="list-style-type: none"> ✓ Crane toppling over – injuries 	High	<ul style="list-style-type: none"> ✓ Crane to be load tested. Maximum Load Capacity to be displayed on Crane. Outriggers of crane to be placed in order to keep crane steady. Crane spec to be available for reference purposes.
	<ul style="list-style-type: none"> ✓ Chains / Slings 	<ul style="list-style-type: none"> ✓ Defective equipment used causing falling objects. 	<ul style="list-style-type: none"> ✓ Load falling on employees – serious injuries 	High	<ul style="list-style-type: none"> ✓ Lifting equipment to be load tested. Load test certificates to be available. Lifting equipment to be placed on register and inspected on a monthly basis. Employees to stand clear of lifting operations and no employees allowed underneath lifted loads.
		<ul style="list-style-type: none"> ✓ Objects not correctly hooked 	<ul style="list-style-type: none"> ✓ Serious injuries, Fatality due to falling loads / objects 	Extreme	<ul style="list-style-type: none"> ✓ Competent rigger to be appointed. ✓ Rigging guidelines to be followed ✓ Medical assessment of operator and rigger to be available
<p>The use of portable electrical tools</p>	<ul style="list-style-type: none"> ✓ Welding machine ✓ Drilling machine ✓ Grinder 	<ul style="list-style-type: none"> ✓ Incorrect use of tools ✓ Exposure to electricity ✓ Damaged cables 	<ul style="list-style-type: none"> ✓ Arc eyes ✓ Cuts ✓ Injuries ✓ Electrocuted 	High	<ul style="list-style-type: none"> ✓ Appoint portable electrical tool inspector ✓ Train employees on the use of tools

	✓ Poor housekeeping	✓ Electric wires lying all over the place			<ul style="list-style-type: none"> ✓ Cocoon the welding work area. ✓ Employees must wear gloves, welding apron, welding boots & face shield ✓ Develop a procedure for the use of welding machine, drilling machine and grinder. ✓ Inspect tools ✓ Remove damaged tools from site
Hazardous Chemical Substance	✓ Handling	✓ Incorrect handling	✓ Skin irritation	Moderate	<ul style="list-style-type: none"> ✓ SDS's to be available. ✓ SDS's to be communicated to all employees handling HCS. ✓ Provide employees with job specific PPE. ✓ Task specific training
		✓ Exposed to HCS	✓ Occupational Illness or Disease	Moderate	
		✓ Not trained to work with HCS	✓ Occupational Illness or Disease	Moderate	
	✓ Storage	✓ Incorrect storage of HCS ✓ Incorrect labelling	✓ Production time loss ✓ Accidental ingestion ✓ burns	Moderate	
✓ Fire hazard		✓ Explosion	High		
					<ul style="list-style-type: none"> ✓ Task specific training ✓ Appoint HCS Coordinator ✓ Keep records of SDS ✓ Communicate SDS with employees. ✓ HCS storage inspections ✓ PPE assessment/ evaluation ✓ HCA compatibility chart to be available and implemented. ✓ HCA to be stored in accordance with compatibility chart

Stacking & Storage	<ul style="list-style-type: none"> ✓ Stacking and storage of material and equipment 	<ul style="list-style-type: none"> ✓ Sub-standard stacking and storing practices 	<ul style="list-style-type: none"> ✓ Collapsing of stacked / stored material causing serious injuries 	Moderate	<ul style="list-style-type: none"> ✓ Stacking and storage supervisor to be appointed in writing. ✓ Monthly inspections to be conducted on stacking and storing on site
Emergency Preparedness	<ul style="list-style-type: none"> ✓ Fire fighting activities 	<ul style="list-style-type: none"> ✓ Smoke inhalation ✓ Incompetent fire fighter ✓ Workers not trained on emergency plan ✓ Emergency numbers not displayed on site for everyone to see. ✓ Fire extinguishers not working and not inspected. 	<ul style="list-style-type: none"> ✓ Suffocation ✓ Burns ✓ Injuries ✓ Fatalities ✓ Property damage 	High	<ul style="list-style-type: none"> ✓ Train Firefighters ✓ Appoint Firefighters ✓ Conduct fire drills ✓ Emergency plan must be in place ✓ Emergency numbers must be visible to everyone. ✓ Fire extinguishers must be easily accessible and available ✓ Firefighting equipment must be inspected ✓ Use of masks
	<ul style="list-style-type: none"> ✓ Open fire and lit cigarettes 	<ul style="list-style-type: none"> ✓ Fires 	<ul style="list-style-type: none"> ✓ Property damage and burn people 	High	<ul style="list-style-type: none"> ✓ Required amount of fire extinguishers must be available on site. ✓ All fire equipments must be serviced. ✓ Train and appoint fire marshal
	<ul style="list-style-type: none"> ✓ Evacuation during site emergencies and providing first aid 	<ul style="list-style-type: none"> ✓ Workers uninformed of emergency evacuation routes ✓ Emergency evacuation signs not visible to Employees 	<ul style="list-style-type: none"> ✓ Injuries ✓ Stampede ✓ Fatalities ✓ Escalation of injuries ✓ Fatalities ✓ Bacterial, viral infections 	High	<ul style="list-style-type: none"> ✓ Conduct emergency drills ✓ OHS orientation ✓ Supervision during evacuation ✓ Emergency evacuation routes and assembly points must be clearly marked. ✓ Train First Aiders.

		<ul style="list-style-type: none"> ✓ Incompetent first aider ✓ Untrained persons attending to first aid cases ✓ First aider not using PPE 			<ul style="list-style-type: none"> ✓ Appoint First Aiders ✓ Use gloves and CPR mask
	<ul style="list-style-type: none"> ✓ Poor ergonomics 	<ul style="list-style-type: none"> ✓ Awkward positions ✓ Forceful extension ✓ Repetitive motion ✓ Vibration ✓ Contact stress ✓ Extreme Temperature ✓ Carrying heavy load 	<ul style="list-style-type: none"> ✓ Back pains ✓ Muscle sprains ✓ Hand arm vibration syndrome ✓ Restricted blood flow ✓ Dehydration 	High	<ul style="list-style-type: none"> ✓ Increase rest time between repetitions. ✓ Rotation among tasks with different motions. ✓ use mechanical assists (crane) where possible. ✓ Insulate the hand or body from vibration. ✓ Keep tools or equipment in good condition to reduce excessive vibration. ✓ Control temperature where possible. ✓ Insulate the body against cold by wearing gloves and warm clothing. ✓ Provide breaks and fresh water in hot environments.
Incident management	<ul style="list-style-type: none"> ✓ Unreported incidents 	<ul style="list-style-type: none"> ✓ Incorrect incident statistics. ✓ Nearmisses escalating to major incidences 	<ul style="list-style-type: none"> ✓ Major spillages ✓ Serious injuries 	High	<ul style="list-style-type: none"> ✓ Develop incident management procedure. ✓ Appoint management representatives as incident investigators. ✓ Classify incidents and response to the incidents

Housekeeping	✓ Poor housekeeping	✓ Trip and fall	✓ Injuries	Low	<ul style="list-style-type: none"> ✓ Clean the site at the end of each day. ✓ Provide a laydown area. ✓ Dispose redundant & waste material at an approved landfill site.
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RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g., Damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High



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Revision	00	Author:	OHS: Projects
Effective Date	January 2017	Pages:	08

1. SCOPE OF WORK

Supply, delivery, off-loading, service, removal and disposal of waste skip bins on an as and when required basis for a period of eight weeks (02 months) at various JW wastewater treatment works.

2. PURPOSE

The aim of the SHE specification is to ensure that any Contractor which is appointed by Johannesburg Water to conduct any work complies with the SHE requirements of the SHE specification and any other legislative requirement applicable to the contract scope.

3. APPLICABILITY

This document is applicable to all Contractors and suppliers conducting contractual activities for and on behalf of Johannesburg Water.

4. APPOINTMENTS

The contractor and its appointed sub-contractor must make the relevant legislative and non-statutory appointments, which must be maintained valid for the entire contract duration.

All appointees shall be suitably trained and found to be competent for the responsibilities there are assigned for.

Copies of all relevant appointments and the relevant competence certificates must be kept in the relevant SHE file.

- First Aider
- Incident investigator
- Risk Assessor
- Hand tools inspector
- Rigger
- Emergency Coordinator
- Lifting Machinery Inspector (LMI) registered with Department of Employment & Labour

5. INSURANCE

The Contractor and all its appointed sub-contractor(s) shall be registered with an appropriate compensation commissioner and have a valid letter of good standing from commissioner. The Contractor is responsible for ensuring the Letter of Good Standing is valid for the entire duration of the project/contract. A copy of the letter of Good Standing must be kept in the SHE file.



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The truck/ vehicle that will be used to remove the water meters to the approved and registered waste landfill site must be ensured and have a valid disk. The Driver must have a valid SA Drivers Licence.

6. COSTING FOR SHE REQUIREMENTS

The contractor is responsible for ensuring that SHE costing is taken into consideration for the entire project/contract as this will ensure they comply with the SHE legislative requirements

7. INDUCTION

An initial induction shall be done with key personnel to familiarize them with the requirements on site and for compiling the SHE file.

Once labourers are appointed JW will conduct an induction on SHE requirements, and the contractor is also required to conduct their company specific induction.

8. SUBMISSION OF SAFETY FILE

- Once appointed the contractor can submit their safety file for approval.
- Approval will be granted when the critical items have been sufficiently addressed.

9. RISK ASSESSMENT

- Every Contractor who has been appointed contractually to conduct work for Johannesburg water shall do compile a baseline risk assessment prior to starting with work, subject to the approval of the Client.
- Thereafter the task-based risk assessments will be done daily with every task being done.

10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

The following method statements / safe working procedures must be compiled:

- Emergency preparedness plan
- Incident management
- Vehicle procedure
- Waste management plan
- Hand tool and
- Portable electrical tool procedure.

11. TOOLBOX TALKS

- The contractor shall ensure they conduct toolbox talks with their employees on a weekly basis and records of these must be kept in the SHE file.



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- The objective of toolbox talks should be to communicate relevant site information to assist in improvement of occupational health and safety performance.
- Employees must acknowledge the receipt of toolbox talks and this record must also be kept in the SHE file.

12. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Contractor must issue their employees SABS approved PPE. A copy of the PPE issue register signed by the employee issued with the PPE must be kept in the SHE file.
- Contractor Supervisor are required to conduct continuous inspections of the PPE issued to their employees to ensure that they are still in good condition to be used by the employee or they still comply with manufacture requirements.
- The contractor is responsible for ensuring that employees are trained on the safe use of the PPE issued to them, how to maintain it and the limitations of the PPE.
- NO SHORTS OR DRESSES WILL BE ALLOWED ON SITE
- All employees shall, as a minimum, be required to wear the following personal protective equipment on any of Johannesburg Water SOC Ltd.'s projects:
 - Protective overalls;
 - Hand gloves
 - Protective footwear;
 - Protective headwear; and
 - Eye, face and ear protection.

13. WORKPLACE SIGNAGE

- Appropriate symbolic signage must be displayed where it is required by legislation.
- Appropriate warning, mandatory and information signs must be placed where required.
- All signs must comply to SANS/ SABS requirements.
- Contractors shall use mandatory and prescribed symbolic safety signs at their lay down and site areas.

14. INCIDENT REPORTING AND INVESTIGATION

- All incidents shall be reported to the Client before the end of the shift or within 24hrs of occurrence.
- Section 24 incidents shall be reported to DOL using the prescribed format.



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- The contractor shall develop an incident management procedure and communicate with all employees.

15. NOTIFICATION OF CONSTRUCTION WORK

- The contractor shall notify the DOL in the prescribed format of the intended work prior to work.

16. PUBLIC HEALTH AND SAFETY

The Principal Contractor is responsible for ensuring that non-employees affected by the lifting operation are made aware of the dangers likely to arise from the construction work as well as the precautionary measures to be observed to avoid or minimise those dangers. This includes:

- Non- employees entering the site for whatever reason;
- The surrounding community; and
- Passers-by the site.
- The Principal Contractor shall organize the site in such a manner that pedestrians and vehicles can move safely and without risks to health, including sufficient and suitable traffic routes and safe walkways with relevant signage.

17. ACCOMMODATION ON SITE

No employees shall be accommodated on site.

18. WELFARE FACILITIES

The provision of toilets for each sex is required in terms of the National Building Regulations and Construction Regulation 28. Chemical toilets are allowed instead of the water borne sewerage type. Toilets have to be provided at a ratio of 1 toilet per 30 workers. The Principal Contractor shall provide flushing toilets on the construction premises.

- At least cold-water showers for each sex have to be provided at a ratio of 1 shower per 15 workers.
- Some form of screened off changing facility must be provided separately for each sex.
- Some form of eating facility sheltered from the sun, wind and rain must be provided.

The employer needs to provide his employees with the following:

- Potable water for drinking.
- Water and soap for hand washing.



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- Toilet paper.

19. HAND TOOLS

The Principal Contractor must inspect all hand tools before it is brought onto the site.

- As far as possible all hand tools must be numbered and placed on register to be inspected monthly by a person designated to do so.
- Any tools found to be in an unsafe condition must immediately be removed from service and either discarded or rectified.
- No chisels with “mushroomed” heads must be used.
- No hammer shall be used with a cracked or damaged handle.
- All files must be fitted with handles.
- All trolleys, pushcarts, etc. used on site must be identifiable, placed on register and inspected at least once every month.
- Non-sparking tools must be used in areas where the risk of fire or explosion is present.
- No homemade hand tools are allowed on the project.
- All tools shall be attached to a suitable lanyard when utilised in elevated positions.

20. LIFTING MACHINES, HAND-POWERED LIFTING DEVICES AND LIFTING TACKLE

- A competent person (registered LMI) should complete a written report of the inspection findings. The findings and load test results should be recorded in a register.
- The inspection & tests must include:
 - Checking of brakes, clutches, sheaves, and wire rope assemblies, hooks, lifting tackles & chains
 - Design studies and calculation reviews
 - Dynamic, performance and static load testing
 - Inspection of all the structural load bearing members
 - Checking crane girders, rails and columns of overhead cranes to assure structural integrity
 - Line level and span crane gantry surveys
 - Non-destructive testing (NDT) of load hooks for cracks and visual inspections for distortions
 - Operational tests to assure that the unit is functioning properly



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21. WORKING AT HEIGHTS

- A competent person must compile a fall protection plan for all tasks which will be done at elevated position.
- The requirements as per the Construction regulations for working at heights shall be complied with by the contractor at all times.
- The fall protection plan shall be specific to the work that will be conducted at elevated position and proper provision must be made for rescue of employees at heights.
- Fall protection plan must include fall risk assessment detailing proper controls to be implemented.
- All employees who their duties entail working at heights must be declared medically fit by an Occupational Health Practitioner for working at heights.
- Employees who will be working at heights must be trained by a competent service provider for working at heights and must be trained on use of fall prevention/arrest devices to be used at heights.
- Employees working at height must be trained on the latest approved fall protection plan before work commences at height.

22. COMPLIANCE MONITORING

- Weekly inspections and monthly audits will be conducted on site.

23. PROJECT COMPLETION

- Upon completion of the project the SHE file shall be returned to the Client for retention and close out.



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Project details						
Project Scope: Supply, delivery, off-loading, service, removal and disposal of waste skip bins on an as and when required basis for a period of eight weeks (02 months) at various JW wastewater treatment works.						
Depot / Site / Department: Olifantsvlei WWTW						
Estimated duration: TBC						
Documents required						
Letter of Good Standing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
SHE plan	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Risk Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Safe working Procedures	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Notification of Construction work	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Inspection registers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Items required before starting						
Medicals	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Vaccinations	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
PPE (boots, hard hats, overall)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Induction	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Approval from OHS	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
APPOINTMENTS AND COMPETENCIES						
<u>Construction Supervisor</u>						
Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates) <i>(Rigger)</i>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
<u>Vehicle Operator</u>						
Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ Driver's license)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
NB* Other appointments will be based on the number of employees on site as required by law.						



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RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

CONTRACTOR:	
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I, the undersigned, hereby acknowledge that I have obtained copies of the following listed documentation and confirm that I fully understand the contents thereof and the consequences of non-compliance. The Contractor furthermore reiterates its commitment to compliance of the requirements contained within the following provided documentation:

- Johannesburg Water SOC Ltd, Safety, Health & Environmental (SHE) Specification, Annexure 1: Baseline risk assessment conducted for or on behalf of Johannesburg Water SOC Ltd;

Signed at on this Day of 20.....

CONTRACT MANAGER			
NAME	DESIGNATION	DATE	SIGNATURE
CONTRACT SUPERVISOR			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (1)			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (2)			
NAME	DESIGNATION	DATE	SIGNATURE