



YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS FOR WESTERN CAPE GOVERNMENT HEALTH & WELLNESS

BID NUMBER: **WCGHSC0350/2023**

CLOSING DATE: **FRIDAY, 1 SEPTEMBER 2023**

CLOSING TIME: **11:00**

FOR THE RENDERING OF COMPREHENSIVE CLEANING SERVICES TO HEALTHCARE FACILITIES WITHIN THE GARDEN ROUTE AND CENTRAL KAROO DISTRICTS UNDER CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS FOR A 3-YEAR PERIOD

Please submit your bid on the official, **not re-typed** forms. Only original, signed documents will be considered. Failure to complete and sign bidding documents, certificates, questionnaires and specification forms may invalidate the bid. **The date stamp on each page is for official use and not for completion by bidders.**

Each bid must be deposited in a **sealed envelope** with the **name and address of the bidder, the bid number and closing date**. These conditions also apply to **a bid sent by courier** that is delivered in a courier pouch and is either signed off by the responsible official, or deposited in the bid box by the courier's representative. The envelope shall not contain documents related to any bid other than that indicated on the envelope.

Bid documents must be deposited in the **bid box marked DEPARTMENT OF HEALTH, Main entrance of Supply Chain Management Offices (M9 Building) on the premises of Karl Bremer Hospital c/o Mike Pienaar Boulevard**. The bid box is generally open **24 hours a day, 7 days a week**. If you are uncertain about the location of the bid box, please call the responsible official, Mrs S Halifax at (021) 834 9008 for assistance during office hours.

Please ensure that bids are delivered **to the correct address before bid closing**. **Late bids** will not be accepted for consideration and, where possible, will be **returned unopened** to the bidder accompanied by an explanatory letter. **No bidders' names or prices will be read out** after closing time when the bid box is opened and bids are removed by Sourcing officials.

All bidders must be registered on the Central Supplier Database (CSD) at the time of bid closing. **Bidders already registered on the CSD** must have **confirmation of their registration** AND **ensure that their status is up to date** prior to bidding by contacting www.csd.gov.za.

Unregistered bidders or bidders with suspended registration will be deemed non-compliant and their bids will not be considered. Any prospective unregistered bidder must register as a supplier on the CSD prior to bidding.

Central Supplier Database self-registration only: www.csd.gov.za

Contact email: SCM.eProcurementDOH@westerncape.gov.za

Where a bidder's tax compliance status cannot be verified or if a bidder's tax status is non-compliant on the CSD, the bidder will be afforded 7 working days to confirm tax compliance for the bid to be considered.

The B-BBEE status **on form WCBD 6.1 in your bid document** will be used to evaluate the bid, **not your B-BBEE status on the SEB or CSD**. Please complete your claims for **both the 80/20 and 90/10 preference points systems** in the WCBD6.1, as well as the attached **form WCBD4**. All other mandatory documents held on the CSD will be accepted by the Department of Health (WCGH) for consideration of formal bids.

This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.

The successful bidder will be required to complete and sign a written contract form (WCBD7.1).

Please refer all technical/specification enquiries to **Mr Faizel Champion** at telephone no. (044) 803 2700/813 2922 or email Faizel.Champion@westerncape.gov.za.

C Munnik
for HEAD OF DEPARTMENT

DATE: 25/07/2023

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1) 2)
SIGNED SIGNED

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

SECTION	SUBJECT	PAGE
	Important Notice To All Bidders	4
WCBD1	PART A - Invitation To Bid	5 – 6
WCBD1	PART B – Terms And Conditions For Bidding	7
	Definitions	8 – 10
WCBD3.1	Pricing Schedule – (Services)	11 – 29
WCBD4	Declaration Of Interests, Bidders Past SCM Practices And Independent Bid Determination	30 – 37
WCBD 6.1	Preference Points Claim Form In Terms Of The Preferential Procurement Regulations 2022 And The Western Cape Government's Interim Strategy As It Relates To Preference Points	38 – 43
Section 1	BIDDER'S BUSINESS ENTITY INFORMATION	44 – 48
Paragraph 1.1	Local Operating Office	44 – 45
Paragraph 1.2	Capability/Experience	45
Paragraph 1.3	Financial Standing	46
Paragraph 1.4	Mandatory Registrations	47
Paragraph 1.5	Declaration	48
Section 2	INTRODUCTION	49 – 51
Paragraph 2.1	Scope And Overview	49 – 50
Paragraph 2.2	Contract Period	50
Paragraph 2.3	Compulsory Briefing Session	51
Section 3	SERVICE SPECIFICATIONS	52 – 72
Paragraph 3.1	Contractor's (Service Provider's) Duties	52 – 54
Paragraph 3.2	Areas To Be Cleaned	54
Paragraph 3.3	Points of Service (Facilities)	55 - 58
Paragraph 3.4	Effective Use Of Cleaning Materials And Equipment	59
Paragraph 3.5	Loss, Damage, And Safeguarding Of Health Facility Property	59
Paragraph 3.6	Occupational Health And Safety	60
Paragraph 3.7	Monitoring Of Services	60 – 61
Paragraph 3.8	Staff Requirements	61 – 62
Paragraph 3.9	Staff Facilities	62
Paragraph 3.10	Standards For Cleaning	63 – 68
Paragraph 3.11	Cleaning Methods	69 – 72

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

SECTION	SUBJECT	PAGE
Section 4	Special Conditions of Contract (SCC)	73 – 58
Paragraph 4.1	General	73
Paragraph 4.2	Purpose	73
Paragraph 4.3	Statutory Provisions And Other Requirements	73 – 74
Paragraph 4.4	Applicable Documents	75 – 76
Paragraph 4.5	Evaluation	77 – 81
Paragraph 4.6	Financial And Infrastructure Capability Of The Bidder	82
Paragraph 4.7	Pricing	83
Paragraph 4.8	*Tariffs And Payments	83
Paragraph 4.9	*Accounting	84
Paragraph 4.10	*Duties And Responsibilities	84 – 85
Paragraph 4.11	*Indemnity	85
Paragraph 4.12	*Assignment	85
Paragraph 4.13	*Transfer And Cession	85
Paragraph 4.14	*Breach And Termination	86
Paragraph 4.15	*Penalties	87
Paragraph 4.16	*Termination Of Appointment	88
Paragraph 4.17	*Dispute Resolution	88 – 90
Paragraph 4.18	*Independent Contractor	90
Paragraph 4.19	*Waiver	90
Paragraph 4.20	*Entire Contract	91
Paragraph 4.21	*Force Majeure	91 – 92
Paragraph 4.22	*Severability	92
Paragraph 4.23	*Confidentiality	92
Paragraph 4.24	*Notice And Domicilium	93 – 98
Annexure A	Health Monitoring Tool for Cleaning Services – Daily Checklist	99 – 101
Annexure B	Health Monitoring Tool for Cleaning Services – Weekly Checklist	102
Annexure C	Health Monitoring Tool for Cleaning Services – Monthly Checklist	103
Annexure D	Penalty/Breach Register	104
Annexure E	Attendance Register	105
	General Conditions of Contract	106 – 118

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

IMPORTANT NOTICE TO ALL BIDDERS

1. Bidders are invited to submit offers for the rendering of Comprehensive Cleaning Services to various healthcare facilities within the **Garden Route and Central Karoo Districts** under the control of the Western Cape Government Health and Wellness.
2. The contract will be for a duration of no more than **three (3) years**.
3. The bid specifications document must be filled out completely and in **legible/readable handwriting**. Bidders must complete all **mandatory blue highlighted areas** and **initial each page**.
4. It is compulsory to complete the '**Comply/Accept** or **Do Not Comply/Accept**' column by marking the relevant box with an '**X**' or '**✓**':
 - a. **Failure to complete** all mandatory **blue highlighted areas** will make your offer **ineligible for evaluation and award – offer will be passed over**.
 - b. '**COMPLY/ACCEPT**' - = terms and conditions of the applicable clauses and its sub-clauses are **agreed to/accepted**.
 - c. '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer **ineligible for evaluation and award – offer will be passed over**.
5. Bidders must guarantee that the offer/price (as specified on the pricing schedule) is completely accurate and fixed or duration of the contract period. Pricing must be **converted to the nearest Rand**. After the closing date, no amendments will be permitted.
6. All potential bidders are required to attend **at least one** of the **mandatory/compulsory** briefing sessions:

Venue:	Beaufort West Hospital Voortrekker Street BEAUFORT WEST 6970 Coordinates: -32.352808, 22.607977 (32°21'10.1"S 22°36'28.7"E)
Date:	17 August 2023
Time:	11H00 – 13H00
Venue:	Conference Room, Ground Floor, York Park Building c/o St John's Street and York Street Dormehls Drift GEORGE 6529 Coordinates: -33.960025, 22.454532 (33°57'36.1"S 22°27'16.3"E)
Date:	18 August 2023
Time:	11H00 – 13H00
7. By submitting an offer, the bidder acknowledges acceptance of the terms and conditions of this bid.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

PART A INVITATION TO BID

ZERO-TOLERANCE TO FRAUD, THEFT AND CORRUPTION (ANTI-FRAUD, THEFT AND CORRUPTION)

THE WCG IS COMMITTED TO GOVERN ETHICALLY AND TO COMPLY FULLY WITH ANTI-FRAUD, THEFT AND CORRUPTION LAWS AND TO CONTINUOUSLY CONDUCT ITSELF WITH INTEGRITY AND WITH PROPER REGARD FOR ETHICAL PRACTICES.

THE WCG HAS A ZERO TOLERANCE APPROACH TO ACTS OF FRAUD, THEFT AND CORRUPTION BY ITS OFFICIALS AND ANY SERVICE PROVIDER CONDUCTING BUSINESS WITH THE WCG.

THE WCG EXPECTS ALL ITS OFFICIALS AND ANYONE ACTING ON ITS BEHALF TO COMPLY WITH THESE PRINCIPLES TO ACT IN THE BEST INTEREST OF THE WCG AND THE PUBLIC AT ALL TIMES.

THE WCG IS COMMITTED TO PROTECTING PUBLIC REVENUE, EXPENDITURE, ASSETS AND REPUTATION FROM ANY ATTEMPT BY ANY PERSON TO GAIN FINANCIAL OR OTHER BENEFIT IN AN UNLAWFUL, DISHONEST OR UNETHICAL MANNER.

INCIDENTS AND SUSPICIOUS ACTIVITIES WILL BE THOROUGHLY INVESTIGATED AND WHERE CRIMINAL ACTIVITY IS CONFIRMED, RESPONSIBLE PARTIES WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	WCGHSC0350/2023	CLOSING DATE:	01 Sept 2023	CLOSING TIME:	11:00
DESCRIPTION:	The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Main entrance of Department of Health and Wellness , Supply Chain Management Offices (M9 building)					
On premises of Karl Bremer Hospital, c/o Mike Pienaar Boulevard & Frans Conradie Avenue, Bellville					
Open Mondays to Fridays from 7 am to 5 pm (excluding public holidays)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON:	Shameez Halifax		CONTACT PERSON:	Mr Faizel Champion	
TELEPHONE NUMBER:			TELEPHONE NUMBER:	044 – 813 2922	
FACSIMILE NUMBER:			FACSIMILE NUMBER:	N/A	
E-MAIL ADDRESS:	Shameez.Halifax@westerncape.gov.za		E-MAIL ADDRESS:	Faizel.Champion@westerncape.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:		AND	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE:	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT:		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
IF YES, WAS THE CERTIFICATE ISSUED BY A VERIFICATION AGENCY ACCREDITED BY THE	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No				

Please
initial
here...

SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS)			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs& QSEs) MUST BE SUBMITTED TOGETHER WITH A COMPLETED 6.1 IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS/ SERVICES/ WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> 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.			

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (WCBD7).
2. TAX COMPLIANCE REQUIREMENTS:	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE WITH TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE AND CSD NUMBER AS MENTIONED IN 2.3 ABOVE.
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.	

I/we, the undersigned, who is/are duly authorised to act on behalf of the company/firm/legal business entity, affirms:

- a. that I/we understand the content of **Part A (Invitation To Bid)** and **Part B (Terms And Conditions For Bidding)** of **WCBD1**, and
- b. that the information provided in **Part A (Invitation To Bid)** and **Part B (Terms And Conditions For Bidding)** of the **WCBD1** is true and accurate.

SIGNATURE OF BIDDER: _____

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

DATE: _____

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

DEFINITIONS

The following definitions of terminology will be used in the description, financial implications, bid conditions, bid and contract conditions, bid specifications, and annexures:

Appendix	: a section giving extra information or document.
Authority	: persons authorized to instruct the contractor (successful bidder) on contract conditions that have been defined and agreed upon. Authorized individuals are often the Head of Clinical Services, Head of Institution, Departmental Representative or Facility Manager.
Bid / Offer	: a potential service provider's written offer to deliver services to an end-user/departmental facility in the required format.
Bidder	: an organization/individual who completes and submits an offer, subject to all of the terms and conditions outlined in this bid.
Business days	: in the Republic of South Africa, any day other than a Saturday, Sunday, or statutory public holiday.
Calendar days	: any day of the week, including weekends and statutory public holidays declared in the Republic of South Africa.
Cleaning Staff/staff	: those individuals hired, employed, or appointed on a permanent/temporary basis by the contractor (successful bidder) to perform Comprehensive Cleaning Services at the points of service/facilities.
Cash flow	: the movement of money into and out of a business as goods are bought and sold - a healthy cash flow = having enough money to make payments when necessary.
Contract / Agreement	: a legal, binding document and agreement resulting from the acceptance of a bid, including the full attached documentation, as well as the conditions contained in the General Conditions of Contract (GCC) that will form the foundation of the agreement arising from bid acceptance.
Contractor (successful bidder)	: the successful bidder who agrees to offer the needed goods/services pursuant to all of the contract's terms and conditions.
Departmental Contract Manager	: governmental official appointed to monitor contract management and service delivery within the sub-district/district.
Departmental Representative	: a person appointed by the Department to monitor the services as rendered by the Service Provider.
End-user / Facility	: establishment or institution (participants) under the supervision of the Western Cape Government Health and Wellness.
Facility Manager	: a government officer in charge of a government facility.
Financial Statements	: means a report providing financial statistics relative to a given part of an organization's operations or status.
General Conditions of Contract	: an explanatory annexure detailing the general rights and obligations of entities conducting business with government, which forms part of the bid specification.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

DEFINITIONS

The following definitions of terminology will be used in the description, financial implications, bid conditions, bid and contract conditions, bid specifications, and annexures:

Healthcare Environment / Setting	:	For the purpose of the bid, means hospitals; clinics, privately-operated healthcare facilities; emergency health services, ambulance.
Healthcare Risk Waste (HCRW)	:	HCRW shall, for the purpose of the bid and contract/agreement, be considered to include: <ul style="list-style-type: none"> General Infectious HCRW; Sharps HCRW; Pathological/Anatomical HCRW; Pharmaceutical HCRW; Chemical Waste; Cytotoxic HCRW, Isolation HCRW; Extraordinary Items.
Hours - Normal Hours	:	means from 07H00 the morning until 19H00 the evening or 07H30 the morning until 16H00 the evening.
Hours - After Hours	:	means from 19H00 the evening until 07H00 the morning.
Invoice	:	the document that serves as the foundation for all accounting in relation to moneys payable by end-user institutions for services delivered by the contractor.
Local Office Operating	:	an office or business premises located locally within the boundaries of the requested municipal area (district) where official business is conducted.
Mandatory	:	a term referring to an obligation or legal requirement.
May (aux verb)	:	an indication of choice (option) or contingency, particularly in phrases denoting condition, concession, purpose, consequence, etc.
Must / Shall / Will	:	specifies that a statement is required/mandatory.
National Cleaning Contract Association (NCCA)	:	the most important registrations to enlist a business as an officially registered cleaning company to enable such business to apply for cleaning contracts and tenders.
Overheads Cost	:	are those that are not directly related to the production of goods or services, but are necessary for the operation of a business. Examples of overhead costs include rent, utilities, insurance, legal fees, office supplies, advertising, payroll, and accounting fees.
Pay as You Earn (PAYE)	:	employees' tax refers to the tax required to be deducted by an employer from an employee's remuneration paid or payable.
Product/Service:	:	comprehensive Cleaning Services, including certain equipment and/or consumables, labour, as detailed in the bid document and quality of goods/services rendered to the end-user, to which the contractor must conform in all respects, and for which the WCG Health and Wellness must pay.
Provident Fund	:	means The Contract Cleaning National Provident Fund. Any employer in the Contract Cleaning Sector shall participate in the Fund with effect from the commencement of the Fund or the commencement of the Employer's business in the Contract Cleaning Sector, whichever is the latter.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023 For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

DEFINITIONS

The following definitions of terminology will be used in the description, financial implications, bid conditions, bid and contract conditions, bid specifications, and annexures:

Public Liability Insurance	: means insurance against loss or damage to the person or property of others that is not included in or incidental to some other class of insurance.
Service Provider	: the contractor (successful bidder) who is responsible for providing the services stated in this bid or agreement.
Skills Development Levies (SDL)	: a levy imposed to encourage learning and development in South Africa and is determined by an employer's salary bill. The funds are to be used to develop and improve skills of employees – where the employer whose total remuneration (subject to SDL (leviable amount)) paid/due to all its employees over a 12-month period won't exceed R500 000. If this is the reason for exemption, these types of employers are not required to register to pay SDL.
Special Conditions of Contract	: terms and conditions that sets out the rights and obligations of the parties that are unusual to a specific contract, or as necessitated by the circumstances of specific goods or services, and that forms part of the contract/agreement.
State, Government, Department	: the Republic of South Africa and/or Government department/Western Cape Government Health and Wellness according to the context of the sentence in which it appears.
The Compensation for Occupational Injuries and Diseases Act, No 130 of 1993 (COIDA)	: provides for compensation for disablement caused by occupational injuries or diseases sustained or contracted by employees in the course of their employment, or for death resulting from such injuries or diseases.
The National Minimum Wage Act No 9 OF 2018	: The national minimum wage is the amount stated in schedule 1 of the Act as adjusted annually in terms of section 6 (s4 (1)). Every worker is entitled to payment of a wage that is not less than the national minimum wage (s4 (4)). Every employer must pay wages to its workers that is not less than national minimum wage (s4 (5)).
Unemployment Insurance Fund (UIF)	: gives short-term relief to workers when they become unemployed or are unable to work because of maternity, adoption and parental leave, or illness. It also provides relief to the dependants of a deceased contributor.
Western Cape Government (WCG) Health and Wellness	: the Department for whose facilities this bid is being solicited and under whose authority these facilities are located.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE

THE RENDERING OF COMPREHENSIVE CLEANING SERVICES TO HEALTHCARE FACILITIES WITHIN THE GARDEN ROUTE AND CENTRAL KAROO DISTRICTS UNDER THE CONTROL OF THE WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS, FOR A THREE (3) YEAR PERIOD

NAME OF BIDDER: BID NO: WCGHSC0350/2023
CLOSING TIME: 01 SEPTEMBER 2023 at 11:00a.m OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID

NOTICE

1. VALUE ADDED TAX (VAT):

- 1.1 15% VAT is only charged on **taxable supplies made (any supply of goods or services made by a taxable person and does not include exempt supplies)**.
- 1.2 It is **compulsory** for a business entity to register for VAT under the following circumstances:
- where the **value of taxable supplies made** in any **consecutive 12-month period exceeded or is likely to exceed R1 million**; or
 - where in **terms of a written contractual obligation**, the **value of taxable supplies to be made in a 12-month period will exceed R1 million**.
- 1.3 Due to the compulsory VAT registration requirements, ALL offers may be subject to VAT.
- For the purpose of this bid, bidders, **who are not yet registered for VAT**, are required to submit an offer that takes into account the possibility that they may need to register for VAT due to the value of the total offer and/or any price adjustments that may follow during the contract period.

2. MULTIPLE AWARDS:

- 2.1 Please note that this is a **multiple award contract** making provision for separate offer(s) per Sub-District/Region.
- 2.2 Bidders **may submit an offer or multiple offers** for any Sub-District/Region according to their presence in a district/municipal area. Only one bid document (this document) is required for the submission of any and all offers made, by filling in the offer amount(s) in the appropriate space/s provided and marking the remainder "**Not Applicable**".
- 2.3 The pricing schedule section **must be completed** by the bidder **for each sub-district/region** for which an **offer is made**.
- 2.4
 - Failure to complete a section** will be deemed as an **omission/no offer being received** for the specific sub-district/region.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING	
BID OPENED @ 11:00	
01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

DEFINITION OF PRICING STRUCTURES

For the purpose of this bid the following explanations are provided:

1. Firm prices

- 1.1. Firm prices means **prices which are only subject to adjustments in accordance with the actual increase or decrease** resulting from the changes, imposition or abolition of customs or excise duty and any other duty, levy, or tax which is binding upon the contractor in terms of a law or regulation and has a demonstrable influence on the prices of any supplies, for the execution of the contract.

The following two pricing structures will also be considered as firm prices – **please note that a combination of these two pricing structures will not be allowed:**

- 1.2. Firm prices linked to fixed period adjustments, i.e three tier prices (firm 1st, 2nd and 3rd year prices), only subject to the variables indicated in the above paragraph.
- 1.3. Firm prices subject to rate of exchange variations. (It is compulsory that the table below be completed for prices subject to rate of exchange variations).

Note: All claims for rate of exchange must be made within **60 days of delivery** in order for bidders to qualify for price adjustments.

Any advantage due to a more profitable exchange rate must be passed on to the Western Cape Government.

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=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

2. Non-firm prices

Non-firm prices are prices **linked to proven adjustments**.

- 2.1. It is compulsory that the variable factors and their weights be indicated where prices are linked to proven adjustments.

The table below serves only as a guide and bidders must include all other information deemed necessary.

ITEM NO	PRICE	OVERHEADS AND PROFIT	VARIABLE FACTOR (Provide factor e.g. manufacturer increase)	WEIGHT OF VARIABLE FACTOR/S

- 2.2. In cases where prices are subject to the escalation formula, the following table must be completed.

In this category price escalations will only be considered in terms of the following:

$$Pa = (1-V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + \dots Dn \frac{Rnt}{Rno} \right) + VPt$$

Where:

P_a	=	The new escalated price to be calculated.
$(1-V) P_t$	=	85% of the original bid price. Note that P_t must always be the original bid price and not an escalated price.
$D1, D2$	=	Each factor of the bid price e.g., 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.
VP_t	=	15% of the original bid price. This portion of the bid price remains firm i.e., it is not subject to any price escalations.

3. The following index/indices was/were used to calculate the bid price:

- 3.1. Indexdated Indexdated Indexdated
 Indexdated Indexdated Indexdated

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

3.2. Please 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. e.g. Labour, transport etc.)	PERCENTAGE OF BID PRICE

PLEASE NOTE: Proven cost adjustments and formula-based adjustments cannot both be considered at the same time.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
BID OPENED @ 11:00
01 SEPT 2023

1).....

SIGNED

2)

SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 1. REGION 1 - CENTRAL KAROO DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
A BEAUFORT WEST SUB-DISTRICT:								
1.1	Beaufort West Hospital (normal hours)	CK0001	two (2)	07h00 – 16h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
1.2	Murraysburg Clinic (normal hours)	CK0002	one (1) (preferably male)			R.....	R.....	R.....
1.3	Beaufort West Hospital (normal hours)	CK0003	three (3) (1x staff @ SCM and 2x staff @ HR)			R.....	R.....	R.....
1.4	Beaufort West CDC (normal hours)	CK0004	two (2)	07h30 – 16h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
1.5	Hillside Clinic (normal hours)	CK0005	three (3)			R.....	R.....	R.....
1.6	Kwa-Mandlenkosi Clinic (normal hours)	CK0006	one (1)			R.....	R.....	R.....
1.7	Nieuvelspark Clinic (normal hours)	CK0007	one (1)			R.....	R.....	R.....
1.8	Nelspoort Clinic (normal hours)	CK0008	one (1)			R.....	R.....	R.....
1.9	Beaufort West Hospital (normal hours)	CK0009	four (4)	07h00 – 19h00	<div>M T W T F S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
1.10	Murraysburg Hospital (normal hours)	CK0010	two (2) (preferably 1x male & 1x female)			R.....	R.....	R.....
1.11	Nelspoort Hospital (normal hours)	CK0011	three (3)			R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 1. REGION 1 - CENTRAL KAROO DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
A BEAUFORT WEST SUB-DISTRICT:								
1.12	Beaufort West Hospital (after hours - night shift)	CK0012	two (2)	19h00 – 07h00		R.....	R.....	R.....
1.13	Murraysburg Hospital (after hours - night shift)	CK0013	two (2) (preferably 1x male & 1x female)		M T W T F S S	R.....	R.....	R.....
1.14	Nelspoort Hospital (after hours - night shift)	CK0014	three (3)		MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
B PRINCE ALBERT SUB-DISTRICT:								
1.15	Prince Albert Clinic (normal hours)	CK0015	two (2) (preferably 1x male & 1x female)	07h00 – 16h00	M T W T F S S MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
1.16	Klaarstroom Clinic (normal hours)	CK0016	one (1)	07h30 – 16h00	M T W T F S S TUE – WED (excl. public holidays) 2 days/week	R.....	R.....	R.....
C LAINGSBURG SUB-DISTRICT:								
1.17	Laingsburg Clinic (normal hours)	CK0017	three (3)	07h30 – 16h00	M T W T F S S MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
1.18	Laingsburg Hospital (normal hours)	CK0018	three (3)	07h00 – 19h00	M T W T F S S MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING								

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 1. REGION 1 - CENTRAL KAROO DISTRICT				
D	<u>COST BREAKDOWN OF MONTHLY FEES for CENTRAL KAROO DISTRICT:</u>	1st YEAR MONTHLY RATE	2nd YEAR MONTHLY RATE	3rd YEAR MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):	R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):	R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):	R.....	R.....	R.....
iv.	Total UIF costs:	R.....	R.....	R.....
v.	Total Provident Fund costs:	R.....	R.....	R.....
vi.	Total Uniforms costs:	R.....	R.....	R.....
vii.	Total Transport costs:	R.....	R.....	R.....
viii.	Total Overheads costs (including profit):	R.....	R.....	R.....
ix.	Other (specify) [.....]:	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 2. REGION 2 – KANNALAND SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
2.1	Van Wyksdorp Clinic (normal hours)	AB0001	one (1)	07h00 – 16h00	M T W T F S S TUE – THU (excl. public holidays) 3 days/week	R.....	R.....	R.....
2.2	Ladismith (Alan Blyth) Hospital and Amalienstein/Zoar Clinic (normal hours)	AB0002	two (2) (1x staff is required provide services occasionally at Amalienstein/Zoar Clinic – not exceeding an average of four (4) days per month.		M T W T F S S MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
2.3	Ladismith Clinic (normal hours)	AB0003	two (2)		M T W T F S S FRI – SUN (incl. public holidays) 3 days/week	R.....	R.....	R.....
2.4	Calitzdorp Clinic (normal hours)	AB0004	one (1)			R.....	R.....	R.....
2.5	Ladismith (Alan Blyth) Hospital (after hours - night shift)	AB0005	one (1)	19h00 – 07h00	M T W T F S S FRI – SUN (incl. public holidays) 3 days/week	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 2. REGION 2 – KANNALAND SUB-DISTRICT				
A	<u>COST BREAKDOWN OF MONTHLY FEES for KANNALAND SUB- DISTRICT:</u>	1st YEAR MONTHLY RATE	2nd YEAR MONTHLY RATE	3rd YEAR MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):	R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):	R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):	R.....	R.....	R.....
iv.	Total UIF costs:	R.....	R.....	R.....
v.	Total Provident Fund costs:	R.....	R.....	R.....
vi.	Total Uniforms costs:	R.....	R.....	R.....
vii.	Total Transport costs:	R.....	R.....	R.....
viii.	Total Overheads costs (including profit):	R.....	R.....	R.....
ix.	Other (specify) [.....]:	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 3. REGION 3 – OUDTSHOORN SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
3.1	Oudtshoorn Hospital (normal hours)	OH0001	three (3)	07h00 – 16h00	M T W T F S S MON – FRI (incl. public holidays) 5 days/week	R.....	R.....	R.....
3.2	Oudtshoorn Hospital (normal hours)	OH0002	one (1)		M T W T F S S MON THU FRI (incl. public holidays) 3 days/week	R.....	R.....	R.....
3.3	Oudtshoorn Hospital (normal hours)	OH0003	two (2)		M T W T F S S SAT – SUN (incl. public holidays) 2 days/week	R.....	R.....	R.....
A <u>COST BREAKDOWN OF MONTHLY FEES for OUDTSHOORN SUB-DISTRICT:</u>						1 st YEAR MONTHLY RATE	2 nd YEAR MONTHLY RATE	3 rd YEAR MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):					R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):					R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):					R.....	R.....	R.....
iv.	Total UIF costs:					R.....	R.....	R.....
v.	Total Provident Fund costs:					R.....	R.....	R.....
vi.	Total Uniforms costs:					R.....	R.....	R.....
vii.	Total Transport costs:					R.....	R.....	R.....
viii.	Total Overheads costs (including profit):					R.....	R.....	R.....
ix.	Other (specify) [.....]:					R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....

SIGNED SIGNED

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 4. REGION 4 – KNYSNA/BITOU SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
4.1	Knysna Hospital (normal hours)	KB0001	one (1)	07h00 – 16h00	<div>M T W T F S S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
4.2	Knysna Hospital (normal hours)	KB0002	ten (10)	07h00 – 19h00	<div>M T W T F S S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
4.3	Knysna Hospital (after hours - night shift)	KB0003	two (2)	19h00 – 07h00	<div>M T W T F S S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
A <u>COST BREAKDOWN OF MONTHLY FEES for KNYSNA/BITOU SUB-DISTRICT:</u>						1 st YEAR MONTHLY RATE	2 nd YEAR MONTHLY RATE	3 rd YEAR MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):					R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):					R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):					R.....	R.....	R.....
iv.	Total UIF costs:					R.....	R.....	R.....
v.	Total Provident Fund costs:					R.....	R.....	R.....
vi.	Total Uniforms costs:					R.....	R.....	R.....
vii.	Total Transport costs:					R.....	R.....	R.....
viii.	Total Overheads costs (including profit):					R.....	R.....	R.....
ix.	Other (specify) [.....]:					R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 5. REGION 5 - MOSSEL BAY SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
5.1	Alma Clinic and Dana Bay Clinic (normal hours)	MB0001	two (2) (1x staff will service Dana Bay Clinic every second Friday)	07h30 – 16h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
5.2	Great Brak Clinic and Friemersheim Clinic (normal hours)	MB0002	two (2) (1x staff will service Friemersheim Clinic every Monday, Wednesday and Friday)			R.....	R.....	R.....
5.3	D'Almeida Clinic (normal hours)	MB0003	one (1)			R.....	R.....	R.....
5.4	Eyethu Clinic and Sonskyn Valley Clinic (normal hours)	MB0004	one (1) (1x @ Eyethu Clinic on a Tuesday, Thursday and Friday. Monday and Wednesday @ Sonskyn Valley Clinic)			R.....	R.....	R.....
5.5	George Road Clinic and Hartenbos Clinic (normal hours)	MB0005	one (1) (1x @ George Road Clinic on a Monday, Wednesday and Friday. Tuesday and Thursday @ Hartenbos Clinic.)			R.....	R.....	R.....
5.6	Mossel Bay Hospital (normal hours)	MB0006	one (1) (1x staff @ Admin)			R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 5. REGION 5 - MOSSEL BAY SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
5.7	Mossel Bay Hospital (normal hours)	MB0007	two (2)	07h00 – 19h00	<div>M T W T F S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
5.8	Mossel Bay Hospital (after hours - night shift)	MB0008	three (3)	19h00 – 07h00	<div>M T W T F S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
A COST BREAKDOWN OF MONTHLY FEES for MOSSEL BAY SUB-DISTRICT:						1 st YEAR MONTHLY RATE	2 nd YEAR MONTHLY RATE	3 rd YEAR MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):					R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):					R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):					R.....	R.....	R.....
iv.	Total UIF costs:					R.....	R.....	R.....
v.	Total Provident Fund costs:					R.....	R.....	R.....
vi.	Total Uniforms costs:					R.....	R.....	R.....
vii.	Total Transport costs:					R.....	R.....	R.....
viii.	Total Overheads costs (including profit):					R.....	R.....	R.....
ix.	Other (specify) [.....]:					R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 6. REGION 6 - HESSEQUA SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
6.1	Riversdale Hospital (normal hours)	RD0001	one (1) (1x staff @ Administration Building)	07h30 – 13h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
6.2	Stilbaai Clinic & Melkhoutfontein Clinic (normal hours)	RD0002	one (1)	07h00 – 16h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
6.3	Albertinia Clinic (normal hours)	RD0003	one (1)			R.....	R.....	R.....
6.4	Heidelberg Clinic (normal hours)	RD0004	one (1)			R.....	R.....	R.....
6.5	Riversdale Clinic (normal hours)	RD0005	one (1)			R.....	R.....	R.....
6.6	Slangrivier Clinic (normal hours)	RD0006	one (1)			R.....	R.....	R.....
6.7	Riversdale Hospital (normal hours)	RD0007	two (2) (2x staff @ Casualty)	07h00 – 19h00	<div>M T W T F S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....
6.8	Riversdale Hospital (after hours - night shift)	RD0008	two (2) (2x staff @ Casualty)	19h00 – 07h00	<div>M T W T F S S</div> MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 6. REGION 6 - HESSEQUA SUB-DISTRICT				
A	<u>COST BREAKDOWN OF MONTHLY FEES for HESSEQUA SUB-DISTRICT:</u>	1st YEAR MONTHLY RATE	2nd YEAR MONTHLY RATE	3rd YEAR MONTHLY RATE
	i. Total basic salary per cleaner per hour (normal hours):	R.....	R.....	R.....
	ii. Total basic salary per cleaner per hour (Saturdays):	R.....	R.....	R.....
	iii. Total basic salary per cleaner per hour (Sundays and Public Holidays):	R.....	R.....	R.....
	iv. Total UIF costs:	R.....	R.....	R.....
	v. Total Provident Fund costs:	R.....	R.....	R.....
	vi. Total Uniforms costs:	R.....	R.....	R.....
	vii. Total Transport costs:	R.....	R.....	R.....
	viii. Total Overheads costs (including profit):	R.....	R.....	R.....
ix.	Other (specify) [.....]:	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 7. REGION 7 - GEORGE SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
7.1	Harry Comay Hospital (normal hours)	GE0001	five (5)	07h30 – 16h00	<div>M T W T F S S</div> MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
7.2	Blanco Clinic (normal hours)	GE0002	one (1)			R.....	R.....	R.....
7.3	Centrum Clinic (normal hours)	GE0003	two (2)			R.....	R.....	R.....
7.4	Haarlem Clinic (normal hours)	GE0004	one (1)			R.....	R.....	R.....
7.5	Herold Clinic & Conville Clinic (normal hours)	GE0005	five (5) (4x staff @ Conville) 1x staff @ Herold Clinic (twice a week) - when Herold Clinic is close, the staff member will work at Conville clinic.			R.....	R.....	R.....
7.6	Kuyasa Clinic (normal hours)	GE0006	one (1)			R.....	R.....	R.....
7.7	Lawaaikamp Clinic (normal hours)	GE0007	one (1)			R.....	R.....	R.....
7.8	Pacaltsdorp Clinic (normal hours)	GE0008	four (4)			R.....	R.....	R.....
7.9	Parkdene Clinic (normal hours)	GE0009	two (2)			R.....	R.....	R.....
7.10	Rosemoor Clinic (normal hours)	GE0010	one (1)			R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 7. REGION 7 - GEORGE SUB-DISTRICT								
ITEM	FACILITIES/ SERVICE POINTS	ITEM CODE	CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	WEEKLY SCHEDULE (Hours)	WEEKLY SCHEDULE (Days)	1 st YEAR MONTHLY RATE (All-Inclusive)	2 nd YEAR MONTHLY RATE (All-Inclusive)	3 rd YEAR MONTHLY RATE (All-Inclusive)
7.11	Thembaletu Clinic (normal hours)	GE0011	eight (8)	07h30 – 16h00	M T W T F S S	R.....	R.....	R.....
7.12	Touwsrante Clinic (normal hours)	GE0012	one (1)		MON – FRI (excl. public holidays) 5 days/week	R.....	R.....	R.....
7.13	Uniondale Clinic (normal hours)	GE0013	one (1)			R.....	R.....	R.....
7.14	Uniondale Hospital (normal hours - day shift)	GE0014	two (2)	07h00 – 19h00	M T W T F S S	R.....	R.....	R.....
7.15	Harry Comay Hospital (after hours - night shift)	GE0015	one (1)	19h00 – 07h00	M T W T F S S	R.....	R.....	R.....
7.16	Uniondale Hospital (after hours - night shift)	GE0016	two (2)		MON – SUN (incl. public holidays) 7 days/week	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

ITEM 7. REGION 7 - GEORGE SUB-DISTRICT				
A	<u>COST BREAKDOWN OF MONTHLY FEES for GEORGE SUB-DISTRICT:</u>	1 st YEAR	2 nd YEAR	3 rd YEAR
		MONTHLY RATE	MONTHLY RATE	MONTHLY RATE
i.	Total basic salary per cleaner per hour (normal hours):	R.....	R.....	R.....
ii.	Total basic salary per cleaner per hour (Saturdays):	R.....	R.....	R.....
iii.	Total basic salary per cleaner per hour (Sundays and Public Holidays):	R.....	R.....	R.....
iv.	Total UIF costs:	R.....	R.....	R.....
v.	Total Provident Fund costs:	R.....	R.....	R.....
vi.	Total Uniforms costs:	R.....	R.....	R.....
vii.	Total Transport costs:	R.....	R.....	R.....
viii.	Total Overheads costs (including profit):	R.....	R.....	R.....
ix.	Other (specify) [.....]:	R.....	R.....	R.....

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

PRICING SCHEDULE – FIRM PRICES (SERVICES)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

A. NOTE TO ALL BIDDERS:

- The terms and conditions set out by the bidder do not take preference over those outlined in the bid document by WCG Health and Wellness. Only in cases where the bidder's terms and conditions are better/superior than the requirements, may WCG Health and Wellness take them into consideration.

B. IMPORTANT: THE QUESTIONNAIRE BELOW MUST BE COMPLETED IN ITS ENTIRETY BY REPLYING TO EACH AND EVERY QUESTION.:

- | | YES | NO |
|--|--------------------------|------------------------------|
| 1. Does the offer comply with specifications? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If the service does not meet the specifications, please specify the reason(s). If the space provided is insufficient, please provide complete information on a separate sheet for each question. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If the service does not meet the specifications, please specify the reason(s) below. | | <input type="checkbox"/> N/A |
| <div style="background-color: #e0ffff; height: 20px; border: 1px solid black;"></div> | | |
| <div style="background-color: #e0ffff; height: 20px; border: 1px solid black;"></div> | | |
| 4. Are you registered for VAT (in terms of sections 23 (1) or 23 (3) of the Value Added Tax Act, 1991 (Act no 89 of 1991) or do you foresee that your business needs to register for VAT in the near future (during the contract period)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are all offers/prices firm for the duration of the agreement/contract period? | <input type="checkbox"/> | <input type="checkbox"/> |

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...



PROVINCIAL GOVERNMENT WESTERN CAPE

DECLARATION OF INTERESTS, BIDDERS PAST SCM PRACTICES AND INDEPENDENT BID DETERMINATION

1. To give effect to the requirements of the Western Cape Provincial Treasury Instructions, 2019: Supply Chain Management (Goods and Services), Public Finance Management Act (PFMA) Supply Chain Management (SCM) Instruction No. 3 of 2021/2023 - SBD 4 Declaration of Interest, Section 4 (1)(b)(iii) of the Competition Act No. 89 of 1998 as amended together with its associated regulations, the Prevention and Combating of Corrupt Activities Act No 12 of 2004 and regulations pertaining to the tender defaulters register, Paragraph 16A9 of the National Treasury Regulations and/or any other applicable legislation.
2. 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.
3. All prospective bidders intending to do business with the Institution must be registered on the Central Supplier Database (CSD) and the Western Cape Supplier Evidence Bank (WCSEB) if they wish to do business with the Western Cape Government (WCG) via the electronic Procurement Solution (ePS).
4. The status of enterprises and persons listed on the National Treasury's Register for Tender Defaulters will be housed on the ePS. Institutions may not under any circumstances procure from enterprises and persons listed on the Database of Tender Defaulters.
5. The status of suppliers listed on the National Treasury's Database of Restricted Suppliers will be housed on the ePS; however, it remains incumbent on institutions to check the National Treasury Database of Restricted Suppliers before the conclusion of any procurement process. For suppliers listed as restricted, institutions must apply due diligence and risk assessment before deciding to proceed with procurement from any such supplier.

6. Definitions

"bid" means a bidder's response to an institution's invitation to participate in a procurement process which may include a bid, price quotation or proposal;

"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;

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

“business interest” means -

- (a) a right or entitlement to share in profits, revenue or assets of an entity;
- (b) a real or personal right in property;
- (c) a right to remuneration or any other private gain or benefit, or
- (d) includes any interest contemplated in paragraphs (a), (b) or (c) acquired through an intermediary and any potential interest in terms of any of those paragraphs;

“Consortium or Joint Venture” 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;

“Controlling interest” means, 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;

“Corruption”- General offences of corruption are defined in the Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) as:

Any person who directly or indirectly -

- (a) accepts or agrees or offers to accept an! gratification from any other person, whether for the benefit of himself or herself or for the benefit of another person; or
- (b) gives or agrees or offers to give to any other person any gratification, whether for the benefit of that other person or for the benefit of another person., in order to act personally or by influencing another person so to act, in a manner—
 - (i) that amounts to the-
 - (aa) illegal. dishonest. unauthorised. incomplete. or biased: or
 - (bb) misuse or selling of information or material acquired in the course of the exercise, carrying out or performance of any powers, duties or functions arising out of a constitutional, statutory, contractual or any other legal obligation:
 - (ii) that amounts to-
 - (aa) the abuse of a position of authority;
 - (bb) a breach of trust; or
 - (cc) the violation of a legal duty or a set of rules;
 - (iii) designed to achieve an unjustified result; or
 - (iv) that amounts to any other unauthorised or improper inducement to do or 45 not to do anything. of the, is guilty of the offence of corruption.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

“CSD” means the Central Supplier Database maintained by National Treasury;

“employee”, in relation to –

- (a) a department, means a person contemplated in section 8 of the Public Service Act, 1994 but excludes a person appointed in terms of section 12A of that Act; and
- (b) a public entity, means a person employed by the public entity;

“entity” means any -

- (a) association of persons, whether or not incorporated or registered in terms of any law, including a company, corporation, trust, partnership, close corporation, joint venture or consortium; or
- (b) sole proprietorship;

“entity conducting business with the Institution” means an entity that contracts or applies or tenders for the sale, lease or supply of goods or services to the Province;

“Family member” means a person's -

- (a) spouse; or
- (b) child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption or some other legal arrangement (as the case may be);

“intermediary” means a person through whom an interest is acquired, and includes a representative or agent or any other person who has been granted authority to act on behalf of another person;

“Institution” means – a provincial department or provincial public entity listed in Schedule 3C of the Act;

“Provincial Government Western Cape (PGWC)” means

- (a) the Institution of the Western Cape, and
- (b) a provincial public entity;

“RWOEE” means -

Remunerative Work Outside of the Employee's Employment

“spouse” means a person's -

- (a) partner in marriage or civil union according to legislation;
- (b) partner in a customary union according to indigenous law; or
- (c) partner with whom he or she cohabits and who is publicly acknowledged by the person as his or her life partner or permanent companion.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
---	--

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

7. Regulation 13(c) of the Public Service Regulations (PSR) 2016, effective 1 February 2017, prohibits any employee from conducting business with an organ of state, or holding a directorship in a public or private company doing business with an organ of state unless the employee is a director (in an official capacity) of a company listed in schedules 2 and 3 of the Public Finance Management Act.
- a) Therefore, by 31 January 2017 all employees who are conducting business with an organ of state should either have:
- (i) resigned as an employee of the government institution or;
 - (ii) cease conducting business with an organ of state or;
 - (iii) resign as a director/shareholder/owner/member of an entity that conducts business with an organ of state.
8. Any legal person, or their family members, may make an offer or offers in terms of this invitation to bid. In view of potential conflict of interest, in the event that the resulting bid, or part thereof, be awarded to family members of persons employed by an organ of state, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where the bidder is employed by the Institution.
9. The bid of any bidder may be disregarded if that bidder or any of its directors abused the institution's supply chain management system; committed fraud or any other improper conduct in relation to such system; disclosure is found not to be true and complete; or failed to perform on any previous contract.
10. 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). Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.
11. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorises accounting officers and accounting authorities to:
- a) disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b) cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
12. Communication between partners in a joint venture or consortium will not be construed as collusive bidding.
13. 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

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
---	--

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

(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.

SECTION A DETAILS OF THE ENTITY

	CSD Registration Number	MAAA
	Name of the Entity	
	Entity registration Number (where applicable)	
	Entity Type	
	Tax Reference Number	

Full details of directors, shareholder, member, partner, trustee, sole proprietor or any persons having a controlling interest with a right or entitlement to share in profits, revenue or assets of the entity should be disclosed in the Table A below.

TABLE A

FULL NAME	DESIGNATION (Where a director is a shareholder, both should be confirmed)	IDENTITY NUMBER	PERSONAL TAX REFERENCE NO.	PERCENTAGE INTEREST IN THE ENTITY

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

Details of persons (family members) connected to or employees of an organ of state should be disclosed in Table B below.

[illegible]

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

SECTION C: PERFORMANCE MANAGEMENT AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES To enable the prospective bidder to provide evidence of past and current performance.

C1.	Did the entity conduct business with an organ of state in the last twelve months? (If yes complete Table C)	NO	YES
------------	--	----	-----

C2. TABLE C

Complete the below table to the maximum of the last 5 contracts.

NAME OF CONTRACTOR	PROVINCIAL DEPARTMENT OR PROVINCIAL ENTITY	TYPE OF SERVICES OR COMMODITY	CONTRACT/ ORDER NUMBER	PERIOD OF CONTRACT	VALUE OF CONTRACT

C3. Is the entity or its principals listed on the National Database as companies or persons prohibited from doing business with the public sector?	NO	YES	
C4. Is the entity or its principals listed on the National Treasury Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to (012) 326 5445.)	NO	YES	
C5. If yes to C3 or C4, were you informed in writing about the listing on the database of restricted suppliers or Register for Tender Defaulters by National Treasury?	NO	YES	N/A
C6. Was the entity or persons listed in Table A convicted for fraud or corruption during the past five years in a court of law (including a court outside the Republic of South Africa)?	NO	YES	
C7. Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	NO	YES	

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

SECTION D: DULY AUTHORISED REPRESENTATIVE TO DEPOSE TO AFFIDAVIT

This form must be signed by a duly authorised representative of the entity in the presence of a commissioner of oaths.

- I, hereby swear/affirm; i. that the information disclosed above is true and accurate; ii. that I have read understand the content of the document;
- iii. that I have arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- iv. that the entity undertakes to independently arrive at any offer at any time to the Institution without any consultation, communication, agreement or arrangement with any competitor. In addition, that there will be no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specification, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates;
- v. that the entity or its representative are aware of and undertakes not to disclose the terms of any bid, formal or informal, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract; and
- vi. that there have been no consultations, communications, agreements or arrangements made 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 that my entity was not involved in the drafting of the specifications or terms of reference for this bid.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

DULY AUTHORISED REPRESENTATIVE'S SIGNATURE

I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down his/her answers in his/her presence:

- 1.1 Do you know and understand the contents of the declaration? ANSWER:
- 1.2 Do you have any objection to taking the prescribed oath? ANSWER:
- 1.3 Do you consider the prescribed oath to be binding on your conscience? ANSWER:
- 1.4 Do you want to make an affirmation? ANSWER:

2. I certify that the deponent has acknowledged that he/she knows and understands the contents of this declaration, which was sworn to/affirmed and the deponent's signature/thumbprint/mark was place thereon in my presence.

.....
SIGNATURE FULL NAMES Commissioner of Oaths

Designation (rank) ex officio: Republic of South Africa

Date: Place:

Business Address:
.....

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

Please
initial
here...

31 May 2022

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND THE WESTERN CAPE GOVERNMENT'S INTERIM STRATEGY AS IT RELATES TO PREFERENCE POINTS

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE TO THE BID, PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND CODES OF GOOD PRACTICE

1. DEFINITIONS

- 1.1 **"Acceptable bid"** means any bid which complies in all respects with the specifications and conditions of bid as set out in the bid document.
- 1.2 **"Affidavit"** is a type of verified statement or showing, or in other words, it contains a verification, meaning it is under oath or penalty of perjury, which serves as evidence to its veracity and is required for court proceedings.
- 1.3 **"All applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 1.4 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 1.5 **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a codes of good practice of black economic empowerment, issued in terms of section 9(1) of The Broad-Based Black Economic Empowerment Act;
- 1.6 **"Bid"** means a written offer on the official bid documents or invitation of price quotations, and "tender" is the act of bidding/tendering;
- 1.7 **"Code of Good Practice"** means the generic codes or the sector codes as the case may be;
- 1.8 **"Consortium" or "joint venture"** 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;
- 1.9 **"Contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- 1.10 **"EME"** is an exempted micro enterprise with an annual total revenue of R10 million or less.
- 1.11 **"Firm price"** means a price that is only subject to adjustments in accordance with an actual increase or decrease resulting from the change, imposition or abolition of customs or excise duty and any other duty, levy, or tax, which is binding on the contractor in terms of the law or regulation and demonstrably has an influence on the price of any supplies or the rendering costs of any service for the execution of the contract;
- 1.12 **"Large Enterprise"** is any enterprise with an annual total revenue above R50 million;
- 1.13 **"Non-firm prices"** means all prices other than "firm" prices;
- 1.14 **"Person"** includes a juristic person;
- 1.15 **"Price"** means an amount of money bid for goods and services and includes all applicable taxes less all unconditional discounts;
- 1.16 **"Proof of B-BBEE status level contributor"** means –
 - (a) The B-BBEE status level certificate issued by an authorized body or person;
 - (b) A sworn affidavit as prescribed in terms of the B-BBEE Codes of Good Practice; or
 - (c) Any other requirements prescribed in terms of the Broad-based Black Economic Empowerment Act

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2)..... SIGNED SIGNED	
---	--

Please
initial
here...

- 1.17 **"QSE"** is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;
- 1.18 **"Rand value"** means the total estimated value of a contract in South African currency calculated at the time of bid invitation, and includes all applicable taxes;
- 1.19 **"Sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 1.20 **"Tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide services through price quotations, competitive bidding processes or any other method envisaged in legislation;
- 1.21 **"Tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation to originate 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, which produces revenue for the organ of state, and includes but is not limited to leasing and disposal of assets and concessions contracts, but excludes direct sales and disposal of assets through public auctions;
- 1.22 **"The Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
- 1.23 **"the Regulations"** means the Preferential Procurement Regulations, 2022;
- 1.24 **"Total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-based Black Economic Empowerment Act and promulgated in the Government Gazette on 11 October 2013;
- 1.25 **"Trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 1.26 **"Trustee"** means any person, including the founder of a trust, to whom property is bequeathed for such property to be administered for the benefit of another person.

2. GENERAL CONDITIONS

- 2.1 The following preference points systems are applicable to all bids:
- The **80/20 system** for requirements with a Rand value of **up to R50 000 000** (all applicable taxes included)
 - the **90/10 system** for requirements with a Rand value **above R50 000 000** (all applicable taxes included).
- 2.2 Preference points system for this bid:
- (a) The value of this bid is estimated **to exceed/not exceed R50 000 000** (all applicable taxes included) and therefore the preference points system shall be applicable; or
- (b) Either the **80/20 or 90/10** preference points system will be applicable to this bid.
(Delete whichever option is not applicable to this bid)
- 2.3 Preference points for this bid shall be awarded for:
- (a) Price; and
- (b) B-BBEE status level of contribution.
- 2.4 The maximum points for this bid are allocated as follows:

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING	
BID OPENED @ 11:00	
01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

	POINTS	
PRICE	80	90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20	10
Total points for Price and B-BBEE must not exceed	100	100

Please
initial
here...

- 2.5 Failure on the part of a bidder to complete and sign this form and submit, in the circumstances prescribed in the Codes of Good Practice, either a B-BBEE Verification Certificate issued by a Verification Agency accredited by the South African Accreditation System (SANAS), or an affidavit confirming annual total revenue and level of black ownership, along with the bid, or an affidavit issued by the Companies Intellectual Property Commission, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 2.6 The organ of state reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 Subject to Regulation 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000, the bidder obtaining the **highest number of total points** will be awarded the contract.
- 3.2 A bidder must submit proof of its B-BBEE status level to claim points for B-BBEE.
- 3.3 A bidder failing to submit proof of B-BBEE status level, or who is a non-compliant contributor to B-BBEE will not be disqualified, but will only score:
 (a) points out of **80/90** for **price**; and
 (b) 0 points out of **20/10** for **B-BBEE**.
- 3.4 Points scored must be rounded off to the nearest 2 decimal places.
- 3.5 If two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.6 Per Regulation 2 (1)(f) of the Preferential Procurement Policy Framework Act, 2000, the contract may be awarded to a bidder other than the one scoring the highest number of total points based on objective criteria in addition to those contemplated in paragraph (d) and (e) of the Act, which justifies the award to another bidder provided that it has been stipulated upfront in the bid conditions.
- 3.7 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEM

4. FORMULAE FOR PROCUREMENT OF GOODS & SERVICES

4.1 POINTS AWARDED FOR PRICE

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

$$\begin{array}{cc} \textbf{80/20} & \textbf{90/10} \\ P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \end{array}$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{min} = Price of lowest acceptable bid

WESTERN CAPE GOVERNMENT HEALTH	
GOODS & SERVICES SOURCING	
BID OPENED @ 11:00	
01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

5. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS & INCOME-GENERATING PROCUREMENT

5.1 POINTS AWARDED FOR PRICE

80/20

$$P_s = 80 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

90/10

$$P_s = 90 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

Where

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\max} = Price of highest acceptable bid

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

6. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 6.1 In terms of WCG interim strategy, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the following table:

B-BBEE Status Level of Contributor	No of points (90/10 system)	No of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 6.2 An **EME** must submit a valid originally certified affidavit confirming annual turnover and level of black ownership, or an affidavit issued by Companies Intellectual Property Commission.
- 6.3 A **QSE that is less than 51% (50% or less) black-owned** must be verified in terms of the QSE scorecard issued via Government Gazette and submit a valid, original or a legible certified copy of a B-BBEE Verification Certificate issued by SANAS.
- 6.4 A **QSE that is at least 51% black-owned** must submit a valid, originally certified copy of an affidavit confirming turnover and level of black ownership, or an affidavit issued by Companies Intellectual Property Commission, as well as declare its empowering status.
- 6.5 A **large enterprise** must submit a valid, original or originally certified copy of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.
- 6.6 A **trust, consortium or joint venture** will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 6.7 A **trust, consortium or joint venture (including unincorporated consortia and joint ventures)** must submit a consolidated B-BBEE status level verification certificate for every separate bid.
- 6.8 **Tertiary institutions and public entities** will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

7. BID DECLARATION

- 7.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

Please
initial
here...

8. B-BBEE STATUS LEVEL CLAIMED IN TERMS OF PARAGRAPH 5

8.1 B-BBEE Status Level: = (maximum of 20 points in terms of 80/20)

8.2 B-BBEE Status Level: = (maximum of 10 points in terms of 90/10)

(Points claimed in paragraphs 8.1 & 8.2 must correspond with the table in paragraph 5.1 and must be substantiated by a B-BBEE certificate issued by a verification agency accredited by SANAS or an affidavit confirming annual total revenue and level of black ownership in terms of the relevant sector code applicable to the bid).

9. SUB-CONTRACTING

9.1 Will any portion of the contract be sub-contracted? (delete which is not applicable) **YES/NO**

9.1.1 If yes, indicate:

(i) what percentage of the contract will be subcontracted?%

(ii) the name of the sub-contractor?

(iii) the B-BBEE status level of the sub-contractor?

(iv) whether the sub-contractor is an EME or QSE? (delete which is not applicable) **YES/NO**

9.1.2 Sub-contracting relates to a **particular** contract and if sub-contracting is applicable, the bidder must state in its response to a particular RFQ that a portion of that contract will be sub-contracted.

10. DECLARATION WITH REGARD TO COMPANY/FIRM

10.1 Name of company/ entity:

10.2 VAT registration number:

10.3 Company Registration number:

10.4 Type of company/firm (Select applicable option) ☐ Partnership/Joint venture consortium

☐ One-person business/sole propriety

☐ Close corporation

☐ Public company

☐ Personal liability company

☐ (Pty) Ltd

☐ Non-profit company

☐ State-owned company

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2)..... SIGNED SIGNED	
---	--

10.5 I/we, the undersigned, who am/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution indicated in paragraph 8 above, qualifies the company/firm for the preference(s) shown and I/we acknowledge that:

(a) The Western Cape Government reserves the right to audit the B-BBEE status claim submitted by the bidder.

(b) As set out in Section 130 of the B-BBEE Act as amended, any misrepresentation constitutes a criminal offence. A person commits an offence if that person knowingly:

- (i) misrepresents or attempts to misrepresent the B-BBEE status of an enterprise;
 - (ii) provides false information or misrepresents information to a B-BBEE verification professional to secure a particular B-BBEE status or any benefit associated with compliance with the B-BBEE Act;
 - (iii) provides false information or misrepresents information relevant to assessing the B-BBEE status of an enterprise to any organ of state or public entity; or
 - (iv) engages in a fronting practice.
- (c) if a B-BBEE verification professional, any procurement officer or any official from another organ of state or public entity becomes aware of the attempted or actual commission of any offence referred to in paragraph 10.5 (b), this will be reported to an appropriate law enforcement agency for investigation,
- (d) any person convicted of an offence by a court in the case of contravention of paragraph 10.5 (b) is liable to a fine or imprisonment for a period not exceeding 10 years, or to both a fine and such imprisonment, or, if the convicted person is not a natural person, to a fine not exceeding 10% of its annual turnover.
- (e) the purchaser may investigate the matter if it becomes aware that a bidder may have obtained its B-BBEE status level fraudulently. If the investigation warrants the imposition of a restriction, this will be referred to the National Treasury for investigation, processing and restriction of the bidder on the National Treasury's List of Restricted Suppliers. After the *audi alteram partem* (hear the other side) rule has been applied, the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted fraudulently, may be restricted from obtaining business from any organ of state for a period not exceeding 10 years,
- (f) in addition to any other remedy it may have, the organ of state may -
- (i) disqualify the bidder from the bid process,
 - (ii) recover costs, losses or damages it has incurred or suffered as a result of that bidder's conduct,
 - (iii) cancel the contract, and, having had to make less favourable arrangements due to such cancellation, claim any damages it has suffered from the contractor, and
 - (iv) forward the matter for criminal prosecution.
- (g) The information furnished is true and correct.
- (h) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 2 of this form.

SIGNATURE(S) OF THE BIDDER(S):

.....

DATE:

.....

ADDRESS:

.....

WITNESSES:

1.

2.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para Section 1 – BIDDER'S BUSINESS ENTITY INFORMATION

- NB:
- All **BLUE** sections must be completed in full - **mandatory**.
 - Supporting evidence/documents must be attached and marked with the applicable **Appendix reference number**.

1.1 LOCAL OPERATING OFFICE:

mark with ✓

1.1.1	Does the bidder have an owned/leased operating office locally situated in the Garden Route municipal area from which services will be managed? <i>(applicable to offers based on facilities located in the Garden Route municipality)</i>	YES	NO
1.1.2	Does the bidder have an owned/leased operating office locally situated in the Central Karoo municipal area from which services will be managed? <i>(applicable to offers based on facilities located in the Central Karoo municipality)</i>	YES	NO
1.1.3	Is proof of ownership/lease agreement of the local operating office in the bidder/company's name provided? <i>(please attached proof in the form of a lease agreement, deed, utility bill as Appendix 1)</i>	YES	NO

Details Of Local Operating Office in the Garden Route municipal area (please complete in full):

Main Physical Address:	Line 1				
	Line 2				
	Suburb				
	Town/City				
	Postal code				
Name of contact person:					
Contact Details:	Cell:			Landline:	
E-mail address:					

Details Of Local Operating Office in the Central Karoo municipal area (please complete in full):

Main Physical Address:	Line 1				
	Line 2				
	Suburb				
	Town/City				
	Postal code				
Name of contact person:					
Contact Details:	Cell:			Landline:	
E-mail address:					

(NB: 1.1 LOCAL OPERATING OFFICE to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
BID OPENED @ 11:00
01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para Section 1 – BIDDER'S BUSINESS ENTITY INFORMATION

- NB:
- All **BLUE** sections must be completed in full - **mandatory**.
 - Supporting evidence/documents must be attached and marked with the applicable **Appendix reference number**.

1.1 LOCAL OPERATING OFFICE (continued):

mark with ✓

1.1.4	Is the operating office/s open 24 hours a day, seven days a week?	YES	NO
1.1.5	Is the operating office/s located at your residence?	YES	NO
1.1.6	Is the operating office/s a dedicated office for the purpose of providing the services?	YES	NO
1.1.7	Is the operating office/s equipped with a fully functional landline phone and/or cell phone service?	YES	NO
1.1.8	Is there a functioning e-mail service at the operational office/s?	YES	NO
1.1.9	Is the operating office/s staffed by well-trained personnel capable of handling urgent/emergency situations?	YES	NO

1.2 CAPABILITY/EXPERIENCE:

mark with ✓

1.2.1 Does the Bidder have a **minimum of two (2) years relevant experience** offering a cleaning and hygiene service in a **healthcare environment**?
 Note:
 i. all services other than cleaning and hygiene do not apply,
 ii. at least two (2) years of experience is required for this bid.

1.2.2 To confirm the aforementioned experience, please offer at least three trade references (from three separate healthcare institutions). In addition, as **Appendix 2**, Bidder may provide written references from health institutions.
 Note:
 i. **ONLY** referrals from Health institutions will be accepted,
 ii. **all fields must be completed in full.**

Reference (Health Institution)	Health Official's Name & Surname	Contact Details
(Health Institution name)		E-mail: _____ Office No.: _____
(Health Institution name)		E-mail: _____ Office No.: _____
(Health Institution name)		E-mail: _____ Office No.: _____

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00
01 SEPT 2023

1)..... 2)

SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para Section 1 – BIDDER'S BUSINESS ENTITY INFORMATION

- NB:
- All **BLUE** sections must be completed in full - **mandatory**.
 - Supporting evidence/documents must be attached and marked with the applicable **Appendix reference number**.

1.3 FINANCIAL STANDING:

1.3.1	Total Number of Employees on Business Entity's Payroll (full complement):	Indicate Percentage Turnover of Cleaners During the Last 12 Months:
	Management/Supervisors	Less than 20%
	Administrative Staff	Between 21-50%
	Cleaning Staff	Over 50%
	Other (.....)	

mark with ✓

1.3.2	Is there a dress code in place that requires employees to wear a clean and neat uniform at all times? (The uniform must be recognizable from that of the general public and hospital/clinic personnel).	YES	NO
1.3.3	Does the bidder have its own corporate photo-identification?	YES	NO

mark with ✓

1.3.4	Is the bidder's financial statement for the last two years auditable ? Bidder must provide auditable financial statements for the last 24 months. Failing to produce auditable financial statements may render your offer ineligible for evaluation. <i>Note: Please include an auditable financial statement for the last 24 months as Appendix 3. (SARS reports not accepted)</i>	YES	NO
1.3.5	Does the bidder have sufficient/healthy cash flow for at least two (2) months to assure continuous service delivery during the contract period? To ensure ongoing service delivery during the contract duration, the contractor (successful bidder) must have enough cashflow for at least two (2) months.	YES	NO

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para Section 1 – BIDDER'S BUSINESS ENTITY INFORMATION

- NB:
- All **BLUE** sections must be completed in full - **mandatory**.
 - Supporting evidence/documents must be attached and marked with the applicable **Appendix reference number**.

1.4 MANDATORY REGISTRATIONS:

Is the bidder/company/business entity currently:

mark with ✓

1.4.1	Registered to be compliant with the current Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA)? Appendix 4: Letter of Good Standing issued by Dept of Employment & Labour must be provided.	YES	NO
1.4.2	Complies with the provisions of the Unemployment Insurance Contribution Act, 2022 or 2021 (Unemployment Insurance Fund (UIF))? Appendix 5: Certificate of Compliance issued by Dept of Employment & Labour must be provided.	YES	NO
1.4.3	Registered and have a Good Standing status - Pay as You Earn (PAYE)? Appendix 6: Valid Tax Compliance Status PIN print-out obtainable from the SARS e-filing must be provided.	YES	NO
1.4.4	Registered and have a Good Standing status - Skills Development Levies (SDL)? Appendix 6: Valid Tax Compliance Status PIN print-out obtainable from the SARS e-filing must be provided. (*Only applicable to employers whose total remuneration subject to SDL (leviable amount) paid/due to all its employees over the next 12-month period does not exceed R500 000.)	YES	NO
1.4.5	Certified to be compliant and a member of the National Cleaning Contract Association (NCCA) or Cleaning Association of South Africa (CASA) or Black Economic Empowerment Cleaning Association (BEECA) or any accredited cleaning association based in South Africa? Appendix 7: Certificate of Compliance issued by NCCA/CASA/BEECA or by any accredited cleaning association based in South Africa .	YES	NO
1.4.6	Registered for R2 million or more in Public Liability Insurance (PLI) with a Financial Sector Conduct Authority (FSCA) authorised financial product provider? Appendix 8: Public Liability Insurance (PLI) policy agreement by an authorised financial product provider.	YES	NO
1.4.7	Registered with and a participating employer of the Contract Cleaning National Provident Fund (CCNPF)? Appendix 9: Participation and Compliance Certificate (bidders who already have employees) OR Letter of Participation (bidders who does not yet have employees) by Negotiating Benefits Trust Company (NBC) Pty Ltd.	YES	NO
1.4.8	Remunerates employees with the minimal hourly rates in the Contract Cleaning Sector in accordance with the National Minimum Wage Act (NMWA) No 9 of 2018 and its amendments? *Appendix 10: If exempted, please provide an Exemption Certificate/Letter/Notice as proof, issued by the Department of Employment and Labour.	YES	NO
		*Exempted	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	Section 1 – BIDDER'S BUSINESS ENTITY INFORMATION
------	--

- NB:
- All **BLUE** sections must be completed in full - **mandatory**.
 - Supporting evidence/documents must be attached and marked with the applicable **Appendix reference number**.

1.5 DECLARATION:

I/we, the undersigned, who is/are duly authorised to act on behalf of the company/firm/business entity, certify that I/we comply with the criteria specified in **Section 1 (BIDDER'S BUSINESS ENTITY INFORMATION)**.

Name of bidder/company/business entity:

VAT registration number (where applicable):

Company Registration number:

Signature of Delegated Representative:

Designation of Signatory:

Date:

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)

SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 2 - INTRODUCTION	Mark with 'X' or '✓'
2.1	SCOPE AND OVERVIEW:	Comply/ Accept Do Not Comply/ Accept

2.1.1 This specification establishes the requirements for Comprehensive Cleaning Services at Healthcare Facilities in the Garden Route District and Central Karoo District under the control of the WCG Health and Wellness.

2.1.2 The cleaning service will be a fully integrated service managed and staffed by the contractor (successful bidder) to maintain a clean, safe, and hygienic environment for government employees, visitors, and patients.

C

DNC

2.1.3 Healthcare facilities to be included under this bid:

MUNICIPAL AREA	DISTRICT	FACILITY		
CENTRAL KAROO MUNICIPAL AREA	Central Karoo District:	Beaufort West CDC Beaufort West Hospital Hillside Clinic Klaarstroom Clinic Kwa-Mandlenkosi Clinic	Laingsburg Clinic Laingsburg Hospital Murraysburg Clinic Murraysburg Hospital Nelspoort Clinic	Nelspoort Hospital Nieuvelandpark Clinic Prince Albert Clinic
GARDEN ROUTE MUNICIPAL AREA	Kannaland Sub-District:	Amalienstein/Zoar Clinic Calitzdorp Clinic	Ladismith Hospital Ladismith Clinic	Van Wyksdorp Clinic
	Oudtshoorn Sub-District:	Oudtshoorn Hospital		
	Knysna/Bitou Sub-District:	Knysna Hospital		
	Mossel Bay Sub-District:	Alma Clinic ASLA Clinic D'Almeida Clinic Dana Bay Clinic	Eyethu Clinic Friemersheim Clinic George Road Clinic Great Brak Clinic	Hartenbos Clinic Mossel Bay Hospital Sonskyn Valley Clinic
	Hessequa Sub-District:	Albertinia Clinic Heidelberg Clinic Melkhoutfontein Clinic	Riversdale Clinic Riversdale Hospital Slangrivier Clinic	Still Bay Clinic
	George Sub-District:	Blanco Clinic Centrum Clinic Conville Clinic Haarlem Clinic Harry Comay Hospital	Herold Clinic Kuyasa Clinic Lawaakamp Clinic Pacaltsdorp Clinic Parkdene Clinic	Rosemoor Clinic Thembaletu Clinic Touwsranteen Clinic Uniondale Clinic Uniondale Hospital

- a) To ensure an efficient contact between the Department and the bidder, the bidder **MUST** have a **locally owned/leased operating office** within the above corresponding municipal area/region in order to render services to the facilities located therein.

C

DNC

- b) The property/operating office must be registered in the name of the bidder or the owner of the company, or the lease agreement must mention the bidder/owner/company/legal business entity as the leasee.

(NB: 2.1 SCOPE AND OVERVIEW to continue on the next page)

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 2 - INTRODUCTION	Mark with 'X' or '✓'	
2.1	SCOPE AND OVERVIEW (continued):	Comply/ Accept	Do Not Comply/ Accept
2.1.4	When the contract is awarded, the contractor (successful bidder) shall preserve the status quo (as indicated in 2.1.3 (a)) throughout the duration of the contract period. Before any deviations or modifications occur, the contractor (successful bidder) must obtain written approval from the WCG Health Contract Administrators and their delegated officials.	<input type="checkbox"/>	<input type="checkbox"/>
2.1.5	Contractor's (successful bidder's) employees must be selected from the corresponding local municipal region (sub-district) in order to create jobs within the local community; also, workers must report for duty on time.	<input type="checkbox"/>	<input type="checkbox"/>
2.1.6	The bid will be subject to the General Conditions of Contract (GCC) however the Special Conditions of Contract (SCC) will have precedence over the GCC. By accepting the terms of this bid, the bidder agrees to the terms and conditions of both the GCC and the SCC.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	CONTRACT PERIOD:	Comply/ Accept	Do Not Comply/ Accept
2.2.1	Unless otherwise specified in the bid, the contract between WCG Health & Wellness and the contractor (successful bidder) will take effect on the day it is signed, or the first day of the next month. a. Some of our facilities currently have contract obligations that must be met; in these circumstances, the contract period will start on the first day of the month following the conclusion of their current contract/agreement.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.2	The agreement will be in effect for three (3) years from the day it is signed.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.3	The agreement will expire on the final calendar day of the thirty-sixth (36th) month following the start date: a. with the option to extend or expand the contract for a period as decided by the WCG Health and Wellness, or b. if the WCG Health and Wellness chooses not to extend, a new bidding procedure will be initiated.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.4	However, bidders should be aware that if services are no longer required at specified facilities due to changes in departmental requirements, the bidder will be notified of the department's intention to terminate the contract/agreement or part thereof (emphasis on services areas) within thirty (30) calendar days – the contractor (successful bidder) agrees not to hold the department accountable for any loss or damages suffered as a result of the termination of the contract/agreement.	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 2 - INTRODUCTION	Mark with 'X' or '✓'	
2.3	COMPULSORY BRIEFING SESSION:		
2.3.1	All potential bidders are required to attend at least one of the mandatory briefing sessions .		
2.3.2	The briefing sessions will be limited to two (2) representatives (including the person responsible for completing the bid document) per bidder/company/business entity . During the sessions, there will be opportunities for questions.	<input type="text" value="C"/>	<input type="text" value="DNC"/>
2.3.3	During the briefing sessions, the bidder/delegate/authorized representative must sign the attendance register on behalf of the company they are representing . The register will be made available at the relevant venues on the day of the briefing sessions and will be used as proof that the bidder attended the briefing session and/or site inspection/walk-through. a. It is the responsibility of the delegated representative(s) to take notes on the information provided during the briefing session; no additional information shall be relayed thereafter for the sake of transparency and fairness.	<input type="text" value="C"/>	<input type="text" value="DNC"/>
2.3.4	The doors of the briefing venue will be locked after a ten (10) minute grace period from the start time. Latecomers will be denied access to the briefing session and will be excluded from the bidding process (bid offer will be ineligible for evaluation).	<input type="text" value="C"/>	<input type="text" value="DNC"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.1	CONTRACTOR'S (SERVICE PROVIDER'S) DUTIES:	Comply/ Accept	Do Not Comply/ Accept
3.1.1	The contractor (successful bidder) is responsible for keeping the healthcare facilities clean, safe, and sanitary for patients, government employees and visitors. The contractor (successful bidder) and their employees shall complete all applicable institutional annexures (Annexure 'E' provided with this bid).	<input type="checkbox"/>	<input type="checkbox"/>
3.1.2	<p>The contractor (successful bidder) is responsible for ensuring that the following obligations are carried out in accordance with the agreement:</p> <ul style="list-style-type: none"> a. hygienically clean all areas/locations thoroughly to avoid the spread of illnesses; b. clean bodily fluid spills in high-risk, clinical, and non-clinical areas, and respond within 15 minutes and rectify as soon as possible; using spot cleaning washing with a microfiber mop head (one use and then laundered); c. non-hazardous spills must be cleaned within 30 minutes and rectified as quickly as possible; d. wash all windows (interior and exterior, where applicable/reachable), interior glass, partitions, doors, and walls; e. sweep floors and vacuum carpets (as needed) in all departments; f. wipe away dust from all furniture using a lint-free cloth; g. every three months or as needed, scrub, strip, and seal all flooring (vinyl) using a detergent that will chemically release the bonds and allow them to be removed from the floor; h. inspect toilets for stock outs and cleanliness in accordance with the cleaning checklist; i. install all of the curtains and screens in the consultation room/wards; j. packing clean linen, removing all soiled linen from examination couches/beds and placing it in a linen bag to be brought to the laundry holding area, and covering examination couches with clean linen; k. daily bed-making in on-call rooms and relative accommodation according to a facility-specified schedule, as well as at any other times desired; l. decontamination of beds and lockers following a patient's discharge; m. ensure that patients and visitors have clean water to drink in the waiting areas and at patient bedsides; 	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 3.1 CONTRACTOR'S (SERVICE PROVIDER'S) DUTIES to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
---	--

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.1	CONTRACTOR'S (SERVICE PROVIDER'S) DUTIES (continued):	Comply/ Accept	Do Not Comply/ Accept
	n. monthly defrosting and cleaning of refrigerators;	<input type="checkbox"/>	<input type="checkbox"/>
	o. shall be responsible for the secure storage, distribution, and management of consumables and non-consumables necessary in the execution of their activities,		
	p. complete cleaning control sheets in all cleaning areas to validate task completion.		
3.1.3	Health Risk (Medical) Waste: The contractor (successful bidder) shall ensure that health-hazardous waste is placed in a safe area in accordance with quality assurance requirements, which shall include the following: a. hygienically clean all areas thoroughly to avoid the spread of infections; b. on a daily basis, remove all health-hazardous (medical) waste containers (sharp containers, infectious containers, anatomical waste containers, pharmaceutical medical waste containers, etc.) from clinical areas and transport them to the holding area; c. keep medical waste containers in a designated area. The health-hazardous (medical) waste area must be kept locked at all times (the institution will provide the storage room, locks, and keys); d. medical waste containers should be removed from the clinical area only when the plastic bag within has been folded, tied, and sealed with the provided lid; e. ensure that all health-hazardous (medical) waste containers are lined with red bags, f. daily removal of full pharmacy/dispensary containers is required and g. must maintain Occupational Health and Safety (OHS) Standards at all times.	<input type="checkbox"/>	<input type="checkbox"/>
3.1.4	General (household) Waste: The contractor (successful bidder) shall ensure the following: a. emptying the trash cans and replacing them with fresh garbage bags (inside the facility perimeter);	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 3.1 CONTRACTOR'S (SERVICE PROVIDER'S) DUTIES to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
--	--

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.1	CONTRACTOR'S (SERVICE PROVIDER'S) DUTIES (continued):	Comply/ Accept	Do Not Comply/ Accept
	b. place general (household) waste in black/clear bags and transport it to the holding area on a daily basis – put black bags in municipal containers (wheelie bins);	<input type="checkbox"/>	<input type="checkbox"/>
	c. where applicable, paper products must be store in designated area for wastepaper and cardboard for recycling purposes – all boxes must be flattened before storage,		
	d. always keep general (household) waste storage areas locked. The facility will provide locks and keys and		
	e. keep wheelie bins (garbage) clean and odour-free.		
3.2	AREAS TO BE CLEANED:	Comply	Do Not Comply/ Accept
3.2.1	<div> <div> Around Buildings Balconies/Verandas Bathrooms Corridors/Passages Courtyards Doorways/Entrances Internal Rooms and Offices Kitchens Nurses Homes Pharmacies </div> <div> Staff & Public Toilets Sluice Areas Staff Rooms Stairways Storage Areas Wards All additional areas that have been agreed upon between Facilities Management and the contractor (successful bidder). </div> </div>	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS			
3.3	POINTS OF SERVICE (FACILITIES):			
HEALTH FACILITY	WEEKLY SCHEDULE			CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)
Central Karoo District:				
Beaufort West Hospital	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2)
	07h30 – 16h00			three (3) (1x staff @ SCM and 2x staff @ HR)
	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	four (4)
	19h00 – 07h00			two (2)
Beaufort West CDC	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2)
Hillside Clinic				three (3)
Kwa-Mandlenkosi Clinic				one (1)
Nieuveldpark Clinic				one (1)
Murraysburg Clinic	07h00 – 16h00	Mon – Sun (excl. public holidays)	7 days/week	one (1) (preferably male)
Murraysburg Hospital	07h00 – 19h00			two (2) (preferably 1x male & 1x female)
Murraysburg Hospital	19h00 – 07h00			two (2) (preferably 1x male & 1x female)
Nelspoort Clinic	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1)
Nelspoort Hospital	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	three (3)
Nelspoort Hospital	19h00 – 07h00			three (3)
Prince Albert Clinic	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2)
Klaarstroom Clinic	07h30 – 16h00			one (1)
Laingsburg Clinic				three (3)
Laingsburg Hospital	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	three (3)

(NB: 3.3 POINTS OF SERVICE (FACILITIES) to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS				
3.3	POINTS OF SERVICE (FACILITIES) (continued):				
HEALTH FACILITY	WEEKLY SCHEDULE			CLEANING STAFF REQUIREMENTS (To Ensure Cleaning Service Obligations Are Met)	
Kannaland Sub-District:					
Van Wyksdorp Clinic	07h00 – 16h00	Tue – Thu (excl. public holidays)	3 days/week	one (1)	
Ladismith (Alan Blyth) Hospital	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2)	
	19h00 – 07h00	Mon – Sun (excl. public holidays)	7 days/week	one (1)	
Ladismith Clinic	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2)	
Calitzdorp Clinic	07h00 – 16h00			one (1)	
Oudtshoorn Sub-District:					
Oudtshoorn Hospital	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	three (3)	
		Sat – Sun (excl. public holidays)	2 days/week	two (2)	
Knysna Sub-District:					
Knysna Hospital	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1)	
	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	Ten (10)	
	19h00 – 07h00			two (2)	

(NB: 3.3 POINTS OF SERVICE (FACILITIES) to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS			
3.3 POINTS OF SERVICE (FACILITIES) (continued):				
Mossel Bay Sub-District:				
Van Wyksdorp Clinic	07h00 – 16h00	Tue – Thu (excl. public holidays)	3 days/week	one (1)
Mossel Bay Hospital	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1) (1x staff @ Admin)
	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	two (2)
	19h00 – 07h00			three (3)
Alma Clinic and Dana Bay Clinic	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	two (2) (1x staff will service Dana Bay Clinic every second Friday)
Great Brak Clinic and Friemersheim Clinic				two (2) (1x staff will service Friemersheim Clinic every Monday, Wednesday and Friday)
D'Almeida Clinic				one (1)
Eyethu Clinic and Sonskyn Valley Clinic				one (1) (1x @ Eyethu Clinic on a Tuesday, Thursday and Friday. Monday and Wednesday @ Sonskyn Valley Clinic)
George Road Clinic and Hartenbos Clinic				one (1) (1x @ George Road Clinic on a Monday, Wednesday and Friday. Tuesday and Thursday @ Hartenbos Clinic.)
Hessequa Sub-District:				
Riversdale Hospital	07h30 – 13h00	Mon – Fri (excl. public holidays)	5 days/week	one (1) (1x staff @ Administration Building)
	07h00 – 19h00	Mon – Sun (excl. public holidays)	7 days/week	two (2) (2x staff @ Casualty)
	19h00 – 07h00			two (2) (2x staff @ Casualty)
Stilbaai Clinic & Melkhoutfontein Clinic	07h00 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1)
Albertinia Clinic				one (1)
Heidelberg Clinic				one (1)
Riversdale Clinic				one (1)
Slangrivier Clinic				one (1)

(NB: 3.3 POINTS OF SERVICE (FACILITIES) to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS			
3.3	POINTS OF SERVICE (FACILITIES) (continued):			
George Sub-District:				
Harry Comay Hospital	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	five (5)
	19h00 – 07h00	Mon – Sun (incl. public holidays)	7 days/week	one (1)
Uniondale Clinic	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1)
Uniondale Hospital	07h00 – 19h00	Mon – Sun (incl. public holidays)	7 days/week	two (2)
	19h00 – 07h00			two (2)
Blanco Clinic	07h30 – 16h00	Mon – Fri (excl. public holidays)	5 days/week	one (1)
Centrum Clinic				two (2)
Haarlem Clinic				one (1)
Herold Clinic & Conville Clinic				five (5) 4x staff @ Conville Clinic (1x staff @ Herold Clinic (twice a week) - when Herold Clinic is close, the staff member will work at Conville clinic.
Kuyasa Clinic				one (1)
Pacaltsdorp Clinic				four (4)
Parkdene Clinic				two (2)
Rosemoor Clinic				one (1)
Thembaletu Clinic				eight (8)
Touwsranteen Clinic				one (1)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.4	EFFECTIVE USE OF CLEANING MATERIALS AND EQUIPMENT:	Comply/ Accept	Do Not Comply/ Accept
3.4.1	The Department will provide the contractor (successful bidder) with all required consumables and/or equipment to ensure Departmental, Ideal Clinics, and - Hospital compliances are met. a. the contractor (successful bidder) must ensure/guarantee that cleaning supplies are used appropriately and cost efficiently. All cabinets and storage areas must be locked. b. equipment should be utilized correctly for the purpose for which it was intended. Clean and dry all equipment after use, including mops, brushes, vacuum cleaners, scrubbing machines, squeegees, brooms, etc. c. any faulty/defective equipment should be reported to the Facility Manager.	<input type="checkbox"/>	<input type="checkbox"/>
3.4.2	At no expense to the WCG Health and Wellness, the contractor (successful bidder) should provide his/her own safeguarding lockers for own staff.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	LOSS, DAMAGE, AND SAFEGUARDING OF HEALTH FACILITY PROPERTY:	Comply/ Accept	Do Not Comply/ Accept
3.5.1	The contractor (successful bidder) must take every precaution to guarantee that the facility equipment and property entrusted to his/her care are secured and that the risk of loss, unauthorized use, and damage is prevented or mitigated.	<input type="checkbox"/>	<input type="checkbox"/>
3.5.2	Except for normal wear and tear, the contractor (successful bidder) is liable for any loss or damage to Facility equipment and property in his/her custody caused by employees designated by the contractor (successful bidder). a. in the event that equipment or property (in his/her custody) is damaged, destroyed, lost, or stolen, the contractor (successful bidder) agrees to replace such goods (the identical make and model/type), regardless of the source of the damage, destruction, or loss. b. similarly, if any other Department's property is lost attributable to the contractor's (successful bidder's) negligence, the loss will be recovered from any payments owed to the contractor (successful bidder), if the goods cannot be replaced.	<input type="checkbox"/>	<input type="checkbox"/>
3.5.3	Any intentional or negligent damage to the building, fittings, or equipment caused by the contractor's (successful bidder's) staff will be charged to the contractor's (successful bidder's) account and must be made good.	<input type="checkbox"/>	<input type="checkbox"/>
3.5.4	Without prior written consent from the designated official, no changes/alterations/additions to the building or infrastructure are permitted.	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.6	OCCUPATIONAL HEALTH AND SAFETY:	Comply/ Accept	Do Not Comply/ Accept
3.6.1	To protect the safety of workers, patients, and visitors, the contractor (successful bidder) must adhere all provisions of the Occupational Health and Safety Act and other relevant requirements. a. bidders are required to submit a copy of their Occupational Health and Safety (OHS) certificate. Section 37 of the Occupational Health and Safety Act requires the contractor (successful bidder) to accept liability (No. 85 of 1993).	<input type="checkbox"/>	<input type="checkbox"/>
3.6.2	Smoking is prohibited on the facility grounds. Employees may only smoke in the authorized smoking area.	<input type="checkbox"/>	<input type="checkbox"/>
3.6.3	The contractor (successful bidder) will not hold the WCG Health and Wellness liable for any contracted illness or infection suffered by the contractor (successful bidder) or his employees as a result of their responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>
3.6.4	All health personnel must be vaccinated against Hepatitis B - application. Three vaccination doses are necessary, four weeks apart. Every five years, booster dosages are necessary – employees who were inoculated less than five years ago, do not require vaccination. a. The same requirements apply to contractor's (successful bidder's) employees. It is a condition of this bid that the contractor (successful bidder) submit proof that all staff to be deployed on site has been tested and vaccinated at their own expense one week before the start of service. b. The contractor (successful bidder) may contact their local primary healthcare facility for testing and vaccination.	<input type="checkbox"/>	<input type="checkbox"/>
3.7	MONITORING OF SERVICES:	Comply/ Accept	Do Not Comply/ Accept
3.7.1	The contractor (successful bidder) must attend mandatory monthly/quarterly scheduled meetings and conduct regular site inspections to ensure that standards are met. To ensure compliance with standards, appropriate checklists must be used.	<input type="checkbox"/>	<input type="checkbox"/>
3.7.2	To ensure compliance, a facility appointed person or the Departmental Contract Manager will conduct regular inspections.	<input type="checkbox"/>	<input type="checkbox"/>
3.7.3	Contractor (successful bidder) staff should use registers to sign on-duty and off-duty hours to determine service hours.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 3.7 MONITORING OF SERVICE) to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.7	MONITORING OF SERVICES (continued):	Comply/ Accept	Do Not Comply/ Accept
3.7.4	At the start of each month, the contractor (successful bidder) shall deliver to the facility a comprehensive and detailed roster, detailing the names of the cleaners to be deployed on the site on a shift-by-shift basis. a. Off-days, relievers, names, surnames, and the point to which he/she will be deployed are all required. Daily roster changes and the reasons for them must be communicated to the Facility Manager immediately.	<input type="checkbox"/>	<input type="checkbox"/>
3.7.5	Services will be required at the service points mentioned in paragraphs 2.1.3 .	<input type="checkbox"/>	<input type="checkbox"/>
3.7.6	The WCG Health and Wellness Departmental Representative will monitor services and give contractor (successful bidder) staff instructions in accordance with the agreement.	<input type="checkbox"/>	<input type="checkbox"/>
3.8	STAFF REQUIREMENTS:	Comply/ Accept	Do Not Comply/ Accept
3.8.1	The contractor (successful bidder) must supply an adequate, minimal labour force in order to provide a comprehensive cleaning service of acceptable quality to the WCG Health and Wellness.	<input type="checkbox"/>	<input type="checkbox"/>
3.8.2	The contractor (successful bidder) is solely responsible for providing transportation for their cleaning staff and resources to the points of service and to ensure that services are rendered strictly during the time period and days (as described in paragraph 3.3 "POINTS OF SERVICE (FACILITIES)").	<input type="checkbox"/>	<input type="checkbox"/>
3.8.3	Substitute (trained) staff must be provided for those on leave or who become ill. On-site substitute (trained) staff must wear the contractor's (successful bidder's) uniforms and name badge. Any personnel changes must be communicated to the Facility Representative by the contractor (successful bidder).	<input type="checkbox"/>	<input type="checkbox"/>
3.8.4	The contractor (successful bidder) shall appoint staff who meet the following inherent requirements: a. must be able to work independently or in a team and perform routine tasks; b. shall abide by safety regulations, c. rotate between facilities (where needed) and d. have a minimum of 12 months experience in a healthcare environment.	<input type="checkbox"/>	<input type="checkbox"/>
3.8.5	Appointed staff must be South African citizens or have a valid working permit, be able to work independently, and be fluent (read and write) in at least two of the Western Cape's official languages.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 3.8 STAFF REQUIREMENTS to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
--	--

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 3 – SERVICE SPECIFICATIONS	Mark with 'X' or '✓'	
3.8	STAFF REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
3.8.6	Appointed staff must have active contracts with the contractor (successful bidder). If contracts (appointments) are not yet in place, the contractor (successful bidder) must ensure that they are in place at least fourteen (14) calendar days before the contract's start date .	<input type="checkbox"/>	<input type="checkbox"/>
3.8.7	The contractor (successful bidder) shall reimburse their employees at least the minimal hourly rates stipulated in the Contract Cleaning Sector in accordance with the National Minimum Wage Act (NMWA) No. 9 OF 2018	<input type="checkbox"/>	<input type="checkbox"/>
3.8.8	The contractor (successful bidder) shall ensure that the staff provided shall be cleared by the South African Police Service to indicate that they have no criminal record. Proof to be provided to the hospital as part of the worker profile.	<input type="checkbox"/>	<input type="checkbox"/>
3.8.9	The contractor (successful bidder) must provide full particulars of the cleaners to be deployed at least fourteen (14) calendar days prior to the commencement of the service. A separate list must be completed for each posting. <div style="margin-left: 20px;"> a. Copy of ID documents; b. Copy of general cleaning training certificate; c. Copy of Infection Prevention and Control (IPC) training, d. Proof of Hep B immunisation records and e. Proof of South African Police Service clearance. </div>	<input type="checkbox"/>	<input type="checkbox"/>
3.8.10	Prior to the start of the service period, the contractor (successful bidder) is required to make all their personnel, who will be deployed at the service points/facilities, available for on-site induction training (provided by the Department) at his/her/its own expense. (It shouldn't take more than one day to complete the course)	<input type="checkbox"/>	<input type="checkbox"/>
3.9	STAFF FACILITIES:	Comply/ Accept	Do Not Comply/ Accept
3.9.1	According to the Facilities Regulations promulgated in Notice R 924, proper facilities for workers, such as safekeeping of possessions, toilets, changing rooms, and dining facilities, are required. The contractor (successful bidder) is responsible for ensuring that his/her staff complies with these regulations at his/her own expense. <div style="margin-left: 20px;"> a. However, to comply with some of the aforementioned regulations, identified toilet facilities will be made available at no cost to the contractor's (successful bidder's) employees for the duration of the contract. b. The contractor (successful bidder) should be aware that toilets are not to be used for resting, eating meals or snacks, recreation, playing games, or holding meetings. c. During tea and lunch, the contractor's (successful bidder) employees may use the staff tearoom (where applicable). The main kitchen facilities are NOT to be used for this purpose. </div>	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
 BID OPENED @ 11:00
01 SEPT 2023

1)..... 2).....
 SIGNED SIGNED

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para		SECTION 3 – SERVICE SPECIFICATIONS			
3.10	STANDARDS FOR CLEANING:				
Area	Standard Method	Daily	Weekly	Monthly	
Banisters:	Wipe with lint-free cloth.	✓			
	Wet wipe with chlorine-detergent disinfectant.	✓			
Basins:	Wet wipe with hard surface cleaner.	✓			
	Wet wipe with chlorine-detergent disinfectant. (*as required)	✓*			
	Remove mineral deposits.				✓
Beds, bedside cabinets and lockers:	Damp-wipe with chlorine-detergent disinfectant.	✓			
Blinds (horizontal & vertical):	Remove dust with lint-free cloth.		✓		
	Damp-wipe with chlorine-detergent disinfectant.				✓
Carpets (where applicable):	Vacuum with industrial vacuum cleaner - (*high traffic).	✓*			
	Remove spots and stains. (*as required)	✓*			
	Interim and restorative clean. (*as required)	✓*			
	Low traffic (**twice-weekly)			✓**	
Ceilings & walls:	Remove all spots and fingerprints on walls, painted surfaces, electric switches, etc.	✓			
	Wipe ceilings and air vents.				✓
	Wet-wipe walls and dry washable surfaces with chlorine-detergent disinfectant.				✓
Chairs:	Spot clean fabric-upholstered chairs with soap and water. (*as required)	✓*			
	Seating in waiting and consultation areas – damp-wipe with chlorine-detergent disinfectant cloth.	✓			
	Vacuum clean fabric-upholstered chairs. (**every second week)			✓**	
	Vinyl and leather Chairs – damp-wipe with chlorine-detergent disinfectant cloth.			✓	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
BID OPENED @ 11:00
01 SEPT 2023
1)..... 2)
SIGNED SIGNED

Please initial here...

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
BID OPENED @ 11:00
01 SEPT 2023
1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para SECTION 3 – SERVICE SPECIFICATIONS

3.10 STANDARDS FOR CLEANING (continued):

Area	Standard Method	Daily	Weekly	Monthly
Courtyards and front entrance:	Ensure all areas are kept clean and free from litter and other spillage.	✓		
	Remove cobwebs.	✓		
	Remove litter and municipal waste.	✓		
	Clean tables and chairs - damp-wipe with chlorine-detergent disinfectant cloth.	✓		
Curtains and curtain rails:	Curtains including linings and drapes to be removed and placed back. (*or as required)			✓*
Desks & Tables:	Consultation desks/tables - damp-wipe with chlorine-detergent disinfectant cloth.	✓		
	Office desks/tables - damp-wipe with chlorine-detergent disinfectant cloth.		✓	
Doors:	Remove finger-marks on glass and push plates with a degreasing agent and equipment that will not scratch the surface.	✓		
	Remove dirty spots on wooden and metal doors.	✓		
	Damp-wipe with chlorine-detergent disinfectant cloth.	✓		
	Clean door - damp-wipe with chlorine-detergent disinfectant cloth.		✓	
Entrance:	Sweep and keep free of wastepaper and litter. (**twice daily)	✓**		
Equipment (cleaning):	Damp-wipe with chlorine-detergent disinfectant cloth. (Soak mops and sweeper and dry daily.)	✓		
Equipment (electrical):	Wipe with lint-free cloth.	✓		
	Buffing machine – to be emptied and parts cleaned.	✓		
	Damp-wipe with chlorine-detergent disinfectant cloth.		✓	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
 BID OPENED @ 11:00
01 SEPT 2023
 1)..... 2)
 SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para		SECTION 3 – SERVICE SPECIFICATIONS			
3.10		STANDARDS FOR CLEANING (continued):			
Area	Standard Method	Daily	Weekly	Monthly	
Floors (vinyl/PVC):	Remove dust and dirt with dust sweeper.	✓			
	Clean spoilage or spillage with damp mop, detergent disinfectant and water. (*as necessary)	✓*			
	Spray and buff with floor polisher.	✓			
	Strip, clean and reseal (use buffing machine). (**every 3 months/when needed)			✓**	
Floors – Hard (Ceramic, marble Granite, brick, porcelain, Concrete, tiled, etc.):	Remove dust and dirt with dust sweeper.	✓			
	Clean spoilage or spillage with damp mop, detergent disinfectant and water. (*as necessary)	✓*			
	Machine scrub. (*as necessary)	✓*			
Kitchens:	Sweep and wash floors with chlorine-detergent disinfectant solution. (*as required)	✓*			
	Damp-wipe work surfaces with chlorine-detergent disinfectant cloth. (*as required)	✓*			
	Clean crockery and cutlery after meetings. (*as required)	✓*			
	Wipe walls and cupboard doors with damp-wipe with chlorine-detergent disinfectant cloth. (*as required)		✓*		
	Clean cupboard storage and wipe with wet wipe.			✓	
Lights:	Damp-wipe light covers with chlorine-detergent disinfectant cloth.			✓	
Light switches:	Damp-wipe with chlorine-detergent disinfectant cloth. (wards)	✓			
	Damp-wipe with chlorine-detergent disinfectant cloth. (offices)		✓		
Liquid soap holders:	Fill liquid soap dispensers. (*as required)	✓*			
Medical waste:	Seal and mark medical waste boxes and sharp containers and remove and replace with clean holders. (*as required)	✓*			

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING
BID OPENED @ 11:00
01 SEPT 2023
1)..... 2)
SIGNED SIGNED

Please
initial
here...

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para SECTION 3 – SERVICE SPECIFICATIONS

3.10 STANDARDS FOR CLEANING (continued):

Area	Standard Method	Daily	Weekly	Monthly
Metal work:	Damp-wipe with chlorine-detergent disinfectant cloth and buff. (*as required)	√*		
Mirrors:	Wet wipe with chlorine-detergent disinfectant cloth and dry. (*as required)	√*		
Paper towel dispensers & toilet paper roll holders:	Refill. (*as needed)	√*		
Pictures and paintings:	Wipe with lint-free cloth.		√	
	Damp-wipe frames and clean glass (painting not to be cleaned)			√
Pipes:	Damp-wipe with chlorine-detergent disinfectant cloth.		√	
Plugs:	Damp-wipe with chlorine-detergent disinfectant cloth.		√	
Power (circuit) boxes (outer cover):	Damp-wipe with chlorine-detergent disinfectant cloth.		√	
Refrigerators & freezers:	Damp-wipe top, doors and sides with chlorine-detergent disinfectant cloth. (**twice weekly)		√**	
	Remove contents and damp wipe shelves with chlorine-detergent disinfectant cloth.			√
	Defrost and clean shelves and inside surfaces.			√

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para	SECTION 3 – SERVICE SPECIFICATIONS				
3.10	STANDARDS FOR CLEANING (continued):				
Area	Standard Method	Daily	Weekly	Monthly	
Rubbish bins:	Empty and damp-wipe with chlorine-detergent disinfectant cloth.	✓			
	Rubbish removed from these containers should be placed in other suitable containers or bags and may not be dragged across floors, carpets or tiles.	✓			
	The contents of waste baskets and other office rubbish should be removed neatly in bags and deposited in the rubbish bins provided for this purpose.	✓			
	Remove stains and damp-wipe with chlorine-detergent disinfectant cloth. (*as necessary)		✓*		
Shelves:	Damp-wipe cleared shelves with chlorine-detergent disinfectant cloth. (*as required)	✓*			
	Damp-wipe with chlorine-detergent disinfectant cloth.		✓		
Sinks:	Wet-wipe with chlorine-detergent disinfectant cloth.	✓			
Skirting:	Damp-wipe with chlorine-detergent disinfectant. (twice weekly)		✓**		
Sluice rooms (where applicable):	Disinfect bedpans and urinals in bedpan washer with chlorine-detergent disinfectant. (*as required)	✓*	<div>WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2)..... SIGNED SIGNED</div>		
	Damp-wipe all services with chlorine-detergent disinfectant cloth.	✓			
	Sluice of linen.	✓			
Switches:	Damp-wipe with chlorine detergent-disinfectant cloth.		✓		
Taps:	Wet-wipe with hard surface cleaner & chlorine-detergent disinfectant.	✓			
	Remove mineral deposits.			✓	
Telephones:	Damp-wipe with chlorine-detergent disinfectant cloth.		✓		

Please

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para SECTION 3 – SERVICE SPECIFICATIONS

3.10 STANDARDS FOR CLEANING (continued):

Area	Standard Method	Daily	Weekly	Monthly
Rest Rooms/toilets (staff & public):	To be checked, cleaned and serviced/ replenished every 3 hours (**4 services per 12 hours).	√**		
	Remove spillage from bowl and under flush rim with hard surface cleaner and a brush every 3 hours (**4 services per 12 hours).	√**		
	Wet-wash seat and lid, cistern and pipes, etc and disinfect all components.	√		
	Wet-wipe doors and walls with chlorine-detergent disinfectant cloth.	√		
	Ensure usability and replenish consumables. (*as needed)	√*		
	Remove litter/empty waste bins.	√		
	Remove mineral deposits.			√
Urinals:	Wet-wipe with chlorine detergent-disinfectant cloth every 3 hours (** 4 services per 12 hours).	√**		
	Wet-wipe pipes and flushing mechanisms with chlorine detergent-disinfectant cloth every 3 hours (**4 services per 12 hours).	√**		
	Mop step/floor under urinal with chlorine-detergent disinfectant every 3 hours (**4 services per 12 hours).	√**		
	Remove mineral deposits from gullies and drains. (**bi-weekly or as needed)		√**	
Windows and windowsills:	Damp-wipe windowsills with chlorine-detergent disinfectant cloth. (*as needed)	√*		
	Damp-wipe with chlorine-detergent disinfectant cloth.		√	
	Clean inside window surfaces with glass/window cleaner.			√
	Clean outside window surfaces with glass/window cleaner and squeegee.			√

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para

SECTION 3 – SERVICE SPECIFICATIONS

3.11 CLEANING METHODS:

Method	Where Used	Description	
Burnish/ buff/ polish/ wax	Resilient and hard floors	<ul style="list-style-type: none"> • High-speed rotary polisher (1 000 rpm or more). • Ultra or high-speed floor pad. Spray bottle. • Floor maintenance spray cleaning detergent. • Floor to be dust free and dry. • Spray a fine mist over two to four square meters of floor (coverage 1 000 m² or more per litre). Pass machine briefly over sprayed area to spread chemical, systematically cover the area. Two or three passes over the same area should leave it clean and dry with shine restored. Use this technique without spraying if the floor has been mopped with a wash and wax type detergent. 	
Damp-wipe	Any non-porous or washable surface	<ul style="list-style-type: none"> • Bucket, lint free cloth. • Usually an ammonia-based detergent. • Surfaces should be damp-wiped with cloth. • Use warm water cloth to be squeezed or wrung out until only damp, but not dripping. Use systematic wiping motion and additional pressure on stubborn spillage. Re-immers cloth in detergent solution frequently and squeeze dry. Change the solution at appropriate intervals to ensure dirt is not reapplied. 	
Damp-wipe (continued)	Colour Coding for Buckets and Cloth	Area for Coding	Product Use
	RED	Bathrooms, sluice room.	Soap and water; sanitize with organic chlorine-detergent disinfectant solution.
	WHITE	Kitchen.	
	GREEN	All surface wiping (chairs, aircons, lights).	
	BLUE	High touch surfaces (taps, hand washing stations).	
	YELLOW	Infectious area, isolation room.	Organic chlorine-detergent disinfectant solution
Disinfectant	Any non-porous or washable surface	<ul style="list-style-type: none"> • Bucket and mop (for floors) and lint-free cloth (for other surfaces) or spray bottle. • Chlorine, quarterly ammonium or other disinfectant solution. • Apply disinfectant diluted to manufacture's specification applicable for the surface, using mop, cloth or spray bottle as appropriate. Apply liberally and allow ten minutes reaction time, then vacuum, mop or wipe dry. 	

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para

SECTION 3 – SERVICE SPECIFICATIONS

3.11 CLEANING METHODS (continued):

Method	Where Used	Description
Interim cleaning	Hard floors	<ul style="list-style-type: none"> • More intensive than daily cleaning, but less costly and disruptive than restorative cleaning. • Suitable floor scrubbing machines e.g., Automatic floor scrubber/dryer. Rotary and wet pick-up vacuum etc. • Wet mop system, blue pad for light scrubbing, clean mop or lamb's wool applicator. • Neutral, preferably low foaming, detergent. Appropriate floor dressing. • Floor to be pre-swept. • Apply solution from machine tank or with mop. Scrub and vacuum away slurry. Rinse with clean water, vacuum and mop dry. Apply one coat of the floor dressing.
	Carpets	<ul style="list-style-type: none"> • Ideal process is dry or nearly so. • Rotary for pad system spreader for powder system vacuum cleaner. • Cellulose or other carpet cleaning powder. • Vacuum carpets. Note: these interim cleanings systems work well on cut-pile carpets, but have limited benefits on looped or needle punch carpets. • Pad system: cover lightly soiled areas or the entire area with impregnated pad fitted to rotary. Powder system: sprinkle powder over soiled areas or entire areas as required, covering no more than about ten square meters at a time. Work the powder into the carpet using the spreading machine in one direction and then at right angles. Leave the powder to absorb the dirt for 15 minutes or more, (refer to the manufacturer's directions) and vacuum to remove residue from carpet.
Interim cleaning (continued)	Hard floors (Maintenance coat)	<ul style="list-style-type: none"> • A single coat of floor dressing applied to a hard or resilient floor after it has had a light scrub or interim clean.
Mineral deposits	Surfaces/Areas that are constantly damp	<ul style="list-style-type: none"> • Brown coloured deposits of mainly calcium and magnesium on or in areas that are nearly always wet e.g. basins, taps, urinals, lavatory bowls. • A non-corrosive acid detergent. • Routine spillage to be removed in the normal way. • Apply detergent solution with a cloth or sponge and leave for about ten minutes. Use mildly abrasive scouring pad (e.g. centre piece of red floor polishing pad) to remove deposits and detergent residue. The process may have to be repeated.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para

SECTION 3 – SERVICE SPECIFICATIONS

3.11 CLEANING METHODS (continued):

Method	Where Used	Description
Mopping	Any porous or non-porous hard floors	<ul style="list-style-type: none"> • Mop sweeper or disposable cloth sweeper. • Surface must be dry. Mop head must be clean or fitted with unused disposable cloth. • Push the tool in straight lines or work backwards using a figure eight movement if the tool design allows. Maintain the same leading edge as reversing the direction will cause dirt to fall off. Keep the tool flat on the floor throughout the exercise. Fit new disposable cloths or wash mop heads frequently.
	Resilient and hard floors	<ul style="list-style-type: none"> • Single or double mobile bucket and wringer system. Mop handle and heavy-duty mop head or flat/ Butterfly mop or variant. • Floor to be pre-swept. • Warm water solution with either neutral or wash and wax type detergent or disinfectant. • Dip mop into solution and wring dry frequently.
Polish (ONLY where applicable)	Wooden, scaled wood or laminated furniture and fittings	<ul style="list-style-type: none"> • Soft dusting cloth. • Silicone or cream-based petroleum wax or synthetic, paste, liquid or aerosol. • Dust to be removed before any polish is applied. • Small amount of liquid or spray applied to small area. Allow polish to dry to a haze and buff with a soft polishing cloth.
Restorative cleaning	Carpets <div style="border: 1px solid black; padding: 5px; text-align: center;"> WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED </div>	<ul style="list-style-type: none"> • Usually a damp/wet process requiring time and labour. • Standard speed rotary floor machine with solution tank and carpet shampoo brush, or purpose-built carpet shampooer, and/or spray extraction machine (loosely termed "steam cleaner"). • Dry foam shampoo (six per cent moisture content in use); detergent for use in extraction machine; de-foamer for extraction machine. • Carpets to be vacuumed and free of litter. • Shampoo a small area (about four square-meters) in one direction and then again at 90°, ensuring that the carpet is not too wet. For carpets that were only lightly soiled, use the extraction machine as a dry vacuum (or a wet and dry vacuum) with a carpet tool to remove foam and dirt residue. For heavily soiled areas and traffic lanes, spray warm water on carpets with extractor and then suck up residue. The extractor machine may be used without first shampooing.
	Hard and resilient floors	<ul style="list-style-type: none"> • Referred to as stripping and sealing. (see requirements under special conditions)
Spot cleaning	Any surface	<ul style="list-style-type: none"> • Remove any spillage or marks that appear immediately using appropriate methods.

WCGHSC0350/2023: For The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness, For A Three (3) Year Period

Para

SECTION 3 – SERVICE SPECIFICATIONS

3.11 CLEANING METHODS (continued):

Method	Where Used	Description
Spray cleaning	Hard and resilient floors	<ul style="list-style-type: none"> • Same technique as described under “burnish”. The pad used is red.
Stain removal	Any surface	<ul style="list-style-type: none"> • For marks that do not respond to normal cleaning techniques, consult a specialist stain removal guide.
Strip and seal (only where applicable)	Hard and resilient	<ul style="list-style-type: none"> • All areas in the facility must be stripped and sealed every three (3) months. • Use clean mops when stripping and sealing floors. • Scrub the floor thoroughly using the floor stripper, together with a rotary polisher/scrubber and a black scrubbing pad. • Remove slurry with a mop or an industrial wet and dry vacuum cleaner. • Rinse the floor thoroughly, at least twice with clean water and allow to dry. • Apply the sealer evenly and thinly, using a clean lamb wool applicator. • Allow to dry thoroughly for 20 – 30 minutes. • Take care not to rub the surface during drying as this will smudge the sealer. • Once dry, apply a minimum of 3 coats as directed.
Sweep	Any hard floors, paving, concrete, etc.	<ul style="list-style-type: none"> • Motorized walk-behind or ride-on sweeper. Mechanized broom or bush sweeper. • Platform broom (hard bristle for rough surfaces, Soft for smoother surfaces). • Move machines or brooms over surface at an effective speed without creating clouds of dust by going too fast. Empty machine hoppers regularly if using a broom, leave manageable piles of litter for collection.
Vacuum	Any surface, floors, upholstery, etc.	<ul style="list-style-type: none"> • Carpets should be vacuumed clean with industrial vacuum cleaners.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)

SIGNED

SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.1	GENERAL:	Comply/ Accept	Do Not Comply/ Accept
4.1.1	Receipt of the invitation to bid does not confer any right on any party in respect of the service or in respect of, or against, the WCG Health and Wellness.	<input type="checkbox"/>	<input type="checkbox"/>
4.1.2	Please note that this is a multiple award contract making provision for separate offer(s) per Sub-District/Region.	<input type="checkbox"/>	<input type="checkbox"/>
4.1.3	The WCG Health and Wellness reserves the right, in its sole discretion:	<input type="checkbox"/>	<input type="checkbox"/>
	a. To withdraw any services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid upon notice to the bidders, without liability to any party; accordingly, parties have no rights, expressed or implied, to the service as a result of their participation in the bid process;		
	b. To amend the bid process, closing date or any other date at its sole discretion;		
	c. To cancel the bid or any part of the bid before the bid has been awarded,		
	d. Not to accept the lowest or any other bid and to accept the bid which it deems will be in the best interest of the WCG Health and Wellness,		
	e. Not to award the bid to the highest points or lowest price, and/or		
	f. To reject all responses submitted and to embark on a new bid process.		
4.2	PURPOSE:	Comply/ Accept	Do Not Comply/ Accept
4.2.1	To regulate the service relationship between the WCG Health and Wellness and the contractor (successful bidder), whereby the contractor (successful bidder) provides defined services to the WCG Health and Wellness.	<input type="checkbox"/>	<input type="checkbox"/>
4.3	STATUTORY PROVISIONS AND OTHER REQUIREMENTS:	Comply/ Accept	Do Not Comply/ Accept
4.3.1	Prior to the awarding of this bid, the contractor (successful bidder) must have a minimum of two (2) years appropriate experience in providing a Cleaning and Hygiene Service in a healthcare environment with applicable Occupational Health and Safety and Infectious Prevention and Control measures. Any other services (other than cleaning and hygiene in a healthcare setting) are not applicable.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.3 STATUTORY PROVISIONS AND OTHER REQUIREMENTS to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING	
BID OPENED @ 11:00	
01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.3	STATUTORY PROVISIONS AND OTHER REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
4.3.2	Prior to the bid awarding, the bidder must be actively registered for:		
	a. Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA);	<input type="checkbox"/>	<input type="checkbox"/>
	b. the National Cleaning Contract Association (NCCA) or Cleaning Association of South Africa (CASA) or Black Economic Empowerment Cleaning Association (BEECA) or any accredited cleaning association based in South Africa;	<input type="checkbox"/>	<input type="checkbox"/>
	c. Unemployment Insurance Fund (UIF);	<input type="checkbox"/>	<input type="checkbox"/>
	d. Pay As You Earn (PAYE),	<input type="checkbox"/>	<input type="checkbox"/>
	e. Skills Development Levies (SDL) where applicable,	<input type="checkbox"/>	<input type="checkbox"/>
	f. Public Liability Insurance (PLI) of R2 million or more and	<input type="checkbox"/>	<input type="checkbox"/>
	g. Contract Cleaning National Provident Fund (CCNPF)	<input type="checkbox"/>	<input type="checkbox"/>
4.3.3	The following Regulations or Acts and their amendments form an integral part of this bid:	<input type="checkbox"/>	<input type="checkbox"/>
	a. The General- and Special Conditions of Contract;		
	b. The Constitution of the Republic of South Africa, Act 108 of 1996;		
	c. The Public Finance Management Act No. 1 of 1999;		
	d. National and Provincial Treasury Regulations;		
	e. WCG Health and Wellness policies and procedures (latest);		
	f. Employment Equity Act, Act 55 of 1998;		
	g. Labour Relations Act, Act 66 of 1995;		
	h. Basic conditions of Employment Act, Act 75 of 1997;		
	i. Promotion of Equality and Prevention of Unfair Discrimination Act, Act 4 of 2000;		
	j. Occupational Health and Safety Act, Act 85 of 1993;		
	k. Occupational Injuries and Diseases Act, Act 130 of 1993;		
	l. Protection of Personal Information Act (POPIA);		
	m. Promotion of Administrative Justice (PAJA) Act 3 of 2000,		
	n. The National Minimum Wage Act (NMWA) No 9 OF 2018 and		
	o. The Pension Funds Act No. 24 of 1956.		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.4	APPLICABLE DOCUMENTS:	Comply/ Accept	Do Not Comply/ Accept
4.4.1	This office manually schedules bids. As a result, the bid has been written in such a way that certain essential information must be provided in a specific manner. a. Any additional information should be provided as an Appendix to the bidder's offer, referencing a specific paragraph or section in this document.	<input type="checkbox"/>	<input type="checkbox"/>
4.4.2	The Bidder must double-check the number of pages in this bid document and ensure that none are missing or duplicated, as no liability will be taken for any challenges that may arise.	<input type="checkbox"/>	<input type="checkbox"/>
4.4.3	There shall be no alterations, erasures, omissions, or additions to the text or condition of these documents. Any unauthorised changes will not be recognised; the original document will remain in effect.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.4 APPLICABLE DOCUMENTS to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.4	APPLICABLE DOCUMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
4.4.4	Bidders must include the following additional mandatory bid evaluation documents with their bid proposals (original/certified copies of evidence/supporting documents must be marked with the applicable appendix):	<input type="checkbox"/>	<input type="checkbox"/>
a.	fully completed Bid Document (Specifications);	<input type="checkbox"/>	<input type="checkbox"/>
b.	Appendix 3: Auditable Financial Statements for the past 24 months. SARS Tax verification is not acceptable as evidence;	<input type="checkbox"/>	<input type="checkbox"/>
c.	Appendix 4: Letter of Good Standing - Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA) Issued by The Department of Employment and Labour	<input type="checkbox"/>	<input type="checkbox"/>
d.	Appendix 5: Certificate of Compliance - Unemployment Insurance Fund (UIF) issued by the Department of Employment and Labour	<input type="checkbox"/>	<input type="checkbox"/>
e.	Appendix 6: Valid Tax Compliance Status PIN - Pay As You Earn (PAYE) from obtainable from SARS e-filing.	<input type="checkbox"/>	<input type="checkbox"/>
f.	Appendix 6: Valid Tax Compliance Status PIN - Skills Development Levies (SDL) obtainable from SARS e-filing. <i>(Only applicable to an employer whose total remuneration subject to SDL (leviable amount) paid/due to all its employees over the next 12-month period exceeds R500 000.)</i>	<input type="checkbox"/>	<input type="checkbox"/>
g.	Appendix 7: Certificate of Compliance - National Cleaning Contract Association (NCCA) or Cleaning Association of South Africa (CASA) or Black Economic Empowerment Cleaning Association (BEECA) or any accredited cleaning association based in South Africa.	<input type="checkbox"/>	<input type="checkbox"/>
h.	Appendix 8: Public Liability Insurance (PLI) policy agreement of R2 million or more Issued by an FSCA authorised financial product provider.	<input type="checkbox"/>	<input type="checkbox"/>
i.	Appendix 9: Participation and Compliance Certificate/Letter of Participation - Contract Cleaning National Provident Fund (CCNPF) issued by Negotiating Benefits Trust Company (NBC) Pty Ltd	<input type="checkbox"/>	<input type="checkbox"/>
j.	Appendix 10: Certificate/Letter/Notice of exemption from paying the National Minimal Wages issued by the Dept of Employment & Labour <i>(Only where applicable)</i>	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'
4.5	EVALUATION:	Comply/ Accept Do Not Comply/ Accept

4.5.1 All bids/offers will be **evaluated** on the following **criteria**:

C

DNC

MANDATORY: Bidders are required to submit **original** or **certified copies (valid within three (3) months of bid closing date)** of the following compulsory documents which need to be fully completed, signed where applicable and returned in order to constitute a compliant bid. Failure to meet these compulsory requirements, whilst taking into consideration paragraph 4.5.2, WILL disqualify your offer.

#	DOCUMENT	DOC DESCRIPTION	REQUIREMENTS/CONDITIONS
1.	WCBD1 Part A:	Invitation to Bid	Invitation to Bid must be completed and signed by authorized official and proof of the authorized official must be submitted.
2.	WCBD1 Part B:	Terms and Conditions for Bidding	Terms and Conditions for Bidding must be completed and signed by authorized representative and proof of the authorized official must be submitted.
3.	WCBD3.1:	Pricing Schedules (items 1 to item 7)	Bidders may submit an offer or multiple offers for any region according to their presence/interest – these pricing schedules must be completed in full. All blank/non-responsive pricing schedules must be marked "Not Applicable". Failure to complete a section will be deemed as an omission/no offer being received for the specific sub-district/region.
4.	WCBD4:	Declaration of Interest.	Declaration of Interest Form must be completed in full, stamped and signed by a Commissioner of Oath.
5.	WCBD6.1:	BBBEE Preference Points	The B-BBEE status on form WCBD 6.1 in your bid document will be used to evaluate the bid , not your B-BBEE status on the SEB or CSD. WCBD6.1 must be completed with your claims for both the 80/20 and 90/10 preference points systems.
6.	B-BBEE Certificate/Sworn Affidavit:	B-BBEE Certificate/Sworn Affidavit attested by a Commissioner of Oaths	Provide BBBEE certificate by an accredited Or sworn affidavit stamped and signed by a Commissioner of Oath/SAPD within three (3) months of bid closing date.

(NB: 4.5 EVALUATION to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)			
4.5 EVALUATION (continued):			
7.	Bid Specifications:	Section 1 – Bidder's Business Entity Information Section 2 – Introduction Section 3 – Service Specifications Section 4 – Special Conditions of Contract GCC – General Conditions of Contract	All mandatory blue highlighted areas in the bid specification document must be completed in full and each page initialed . It is compulsory to complete the 'Comply/Accept or Do Not Comply/Accept' column by marking the relevant box with an 'X' or '✓': 'COMPLY/ACCEPT' - = terms and conditions of the applicable clauses and its sub-clauses are agreed to/accepted. 'DO NOT COMPLY/ACCEPT' = terms and conditions of the applicable clause and its sub-clauses are NOT accepted which will make the offer ineligible for evaluation and award – offer will be passed over.
8.	Appendix 1:	Proof of local operating office.	The bidder must submit proof of business entity's local operating officer in the Garden Route Municipality region and/or Central Karoo Municipality region respectively. Proof in the form of a property deed/lease agreement/utility bill will be accepted.
9.	Appendix 3:	Auditable Financial Statements (last 24 months).	The bidder must submit Auditable Financial Statements for the past 24 months. Statements must be drafted by the bidder/a financial accountant (SARS Tax verification is not acceptable as evidence).
10.	Appendix 4:	Letter of Good Standing - Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA).	The bidder must submit a Letter of Good Standing indicating the bidder's compliance with the current Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA). Issued by the Dept of Employment & Labour .
11.	Appendix 5:	Certificate of Compliance - Unemployment Insurance Fund (UIF).	The bidder must submit a Certificate of Compliance stating that the bidder complies with the provisions of the Unemployment Insurance Contribution Act, 2022 or 2021 (Unemployment Insurance Fund (UIF)). Issued by the Dept of Employment & Labour .

(NB: 4.5 EVALUATION to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
---	--

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)		
4.5 EVALUATION (continued):		
12.	Appendix 6:	Valid Tax Compliance Status PIN Pay as You Earn (PAYE). The bidder must submit a Valid Tax Compliance Status PIN print-out stating the bidder's registration and Good Standing status for PAYE. Issued by SARS .
13.	Appendix 6:	Valid Tax Compliance Status PIN Skills Development Levies (SDL). The bidder must submit a Valid Tax Compliance Status PIN print-out stating the bidder's registration and Good Standing status for SDL . <i>(Only applicable to employers whose total remuneration subject to SDL (leviable amount) paid/due to all its employees over the next 12-month period exceeds R500 000.)</i> Issued by SARS .
14.	Appendix 7:	Certificate of Compliance as a cleaning company. The bidder must submit a Certificate of Compliance stating the bidder's compliance and membership with the Association. Issued by NCCA/CASA/BEECA or any accredited cleaning association based in South Africa.
15.	Appendix 8:	Public Liability Insurance (PLI) policy agreement. The bidder must submit a Public Liability Insurance (PLI) policy agreement stating that the bidder has a Public Liability Insurance (PLI) of R2 million or more. Issued by an FSCA authorised financial product provider .
16.	Appendix 9:	Participation and Compliance Certificate/Letter of Participation Contract Cleaning National Provident Fund (CCNPF). The bidder must submit a Participation and Compliance Certificate (bidders who already have employees) OR Letter of Participation (bidders who does not yet have employees) stating that the bidder is registered with and a participating employer of the Fund. Issued by Negotiating Benefits Trust Company (NBC) Pty Ltd (The Contract Cleaning National Provident Fund). <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center;">WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING</p> <p style="text-align: center;">BID OPENED @ 11:00</p> <p style="text-align: center;">01 SEPT 2023</p> <p>1)..... 2)</p> <p style="text-align: center;">SIGNED SIGNED</p> </div>

(NB: 4.5 EVALUATION to continue on the next page)

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)			
4.5 EVALUATION (continued):			
17.	Appendix 10: (Where Applicable)	Certificate/Letter/Notice Exemption from paying the National Minimal Wages.	The bidder must submit a Certificate/Letter/Notice of exemption from paying the National Minimal Wages. Issued by the Dept of Employment & Labour .
18.	CSD:	Central Supplier Database Registration and Tax Compliance Status.	All bidders must be registered on the Central Supplier Database (CSD) at the time of bid closing. Bidders already registered on the CSD must have confirmation of their registration AND ensure that their status is up to date prior to bidding by contacting. Unregistered bidders or bidders with suspended registration will be deemed non- compliant and their bids will not be considered. Any prospective unregistered bidder must register as a supplier on the CSD prior to bidding. Where a bidder's tax compliance status cannot be verified or if a bidder's tax status is non-compliant on the CSD, the bidder will be afforded 7 working days to confirm tax compliance for the bid to be considered.
19.	WCSEB:	Western Cape Supplier Evidence Bank (WCSEB) registration.	All prospective bidders intending to do business with the Institution must be actively registered on the Western Cape Supplier Evidence Bank (WCSEB).

(NB: 4.5 EVALUATION to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING	
BID OPENED @ 11:00	
01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.5	EVALUATION (continued):	Comply/ Accept	Do Not Comply/ Accept
4.5.2	The specification and conditions in this and other parts of the bid, any documents to which the bidder were asked to respond, and compliance with Central Supplier Database (CSD) and Western Cape Supplier Database (WCSEB) registrations will all be taken into account in the bid evaluation.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.3	The WCG Health and Wellness reserves the right to determine the best evaluation method which provides the most beneficial economic outcome for the Department.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.4	The WCG Health and Wellness will not consider/evaluate proposals and/or offers deviating from specification that: a. are conditional or alternative and/or, b. incomplete and/or c. non-compliant with legislative or regulatory requirements and/or d. would affect functionality to such an extent that the services would not be fit for purpose. NB: The Department will be under no obligation to correspond with bidders concerning offers.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.5	The bidder's terms will not take precedence over the conditions set out in this bid document, its annexures, and related documentation provided by WCG Health and Wellness.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.6	While evaluating and awarding bids, entries from the Complaints Registry, Restricted Supplier List and Register of Defaulters will be considered.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.7	No bids received by hand, e-mail, telegram, telex, or fax will be accepted.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.8	This bid will be awarded in accordance with the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2023, the General Conditions of Contract (GCC) and the Special Conditions of Contract. Preference Points will only be allocated to bids that are found to be acceptable and compliant with the requirements and specifications.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.9	The WCG Health and Wellness reserves the right to conduct physical inspections to verify all or part of the information provided.	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.6	FINANCIAL AND INFRASTRUCTURE CAPABILITY OF THE BIDDER:	Comply/ Accept	Do Not Comply/ Accept
4.6.1	The information requested will help WCG Health and Wellness evaluate the bidder's organizational and infrastructure capacity to meet the requirements of this bid. a. If, after careful consideration, the WCG Health and Wellness determines that the bidder does not meet the necessary requirements in terms of capacity, infrastructure, or managerial/supervising skills to properly perform, manage or maintain the requirements of this bid, the bid will be declared non-compliant.	<input type="checkbox"/>	<input type="checkbox"/>
4.6.2	The contractor (successful bidder) must be financially self-sufficient to cover all costs, uniforms, overheads, including salaries, etc., as well as any on-site training period while waiting for monthly payments to be disbursed. Documentary evidence will be requested by the Department to validate the bidder's financial status. a. The contractor (successful bidder) must have sufficient cashflow for at least two (2) months to ensure continuous service delivery for the duration of the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.6.3	To determine the bidder's financial standing, the following criteria will be used: a. are the total number of employees (management, administration, supervisors, cleaners, and any other personnel) on the bidder's establishment adequate to render the services as per requirements?; b. what is the percentage of cleaner turnover over the previous 12 months?; c. does the bidder have a uniform/dress code?; d. does the bidder have its own corporate photo ID badges?; e. is there a rapid deployment plan in place for deploying standby staff on-site in the event of an emergency, including a guaranteed response time?; f. does the bidder's operational office render a 24-hours a day, seven days a week service?; g. is the bidder's operational office always staffed by well-trained personnel capable of handling emergency situations?; h. is the bidder's office a dedicated office; i. is the bidder's operational office equipped with a fully functional landline phone and/or cell phone service? j. does the bidder have an active, fully functional e-mail account?	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.7	PRICING:	Comply/ Accept	Do Not Comply/ Accept
4.7.1	All bid offers must include delivery costs, all overhead costs (such as transportation, salaries and wages, insurance, and so on), and Value Added Tax (VAT).	<input type="checkbox"/>	<input type="checkbox"/>
4.7.2	Due to the compulsory requirements for VAT registration, ALL offers may be subject VAT. a. For the purpose of this bid, bidders, who are not yet VAT-registered , are required to submit an offer that takes into account the possibility that they may need to register for VAT due to the value of the total offer and/or any price adjustments that may follow during the contract period. b. any price adjustments resulting from a contractor (successful bidder) registering for VAT after the bid closing date or during the contract period will not be considered .	<input type="checkbox"/>	<input type="checkbox"/>
4.7.3	All offers (3-tier) must be firm for the duration of the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.7.4	Bidders must make an offer on all of the items on the pricing schedule. Partial bidding on certain items is considered incomplete and renders the offer ineligible for evaluation.	<input type="checkbox"/>	<input type="checkbox"/>
4.8	* TARIFFS AND PAYMENTS:	Comply/ Accept	Do Not Comply/ Accept
4.8.1	Invoice payment claims for goods/services delivered must be submitted directly to the respective institutional Supply Chain Management (SCM) component on the contractor's (successful bidder) official invoice, where the invoices will be certified as correct.	<input type="checkbox"/>	<input type="checkbox"/>
4.8.2	All payments under the contract shall be made in South African Rand (inclusive of VAT.) by way of an electronic banking transfer into the bank account of the contractor (successful bidder) (located in the Republic of South Africa), details of which will be specified in the relevant invoice, quoting the invoice number against which payment is to be made. a. WCG Health & Wellness does not allow advance payments; payment will be made only after successful completion of the services under the agreement. b. WCG Health and Wellness reserves the right to make a pro rata deduction for any incorrect payments made to the contractor (successful bidder). c. Invoices will be paid within 30 (thirty) calendar days of receipt of a correct and detailed tax invoice, provided that the goods/services were successfully rendered during the invoice period. d. The amount claimed for goods/services rendered should not exceed the contract rates.	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.9	* ACCOUNTING:	Comply/ Accept	Do Not Comply/ Accept
4.9.1	The contractor (successful bidder) must follow generally accepted accounting procedures and keep all accounting records for the service being provided.	<input type="checkbox"/>	<input type="checkbox"/>
4.9.2	At any reasonable time, the WCG Health and Wellness, in the capacity of a duly delegated official, will be entitled to inspect all of the contractor's (successful bidder's) records and documents (e.g., purchase orders, accounts, consolidated invoices, etc.) relating to the rendering of services (under the agreement).	<input type="checkbox"/>	<input type="checkbox"/>
4.9.3	WCG Health and Wellness and the contractor (successful bidder) will each appoint a Liaison Officer who will work closely together to facilitate the flow of information, problem solving, accounts, payments, etc. between parties.	<input type="checkbox"/>	<input type="checkbox"/>
4.10	* DUTIES AND RESPONSIBILITIES:	Comply/ Accept	Do Not Comply/ Accept
4.10.1	The contractor (successful bidder):		
	a. agrees that all services and on-site administration will be performed in accordance with the WCG Health and Wellness policies/regulations and the agreement specifications;	<input type="checkbox"/>	<input type="checkbox"/>
	b. agrees to attend mandatory monthly/quarterly meetings to discuss service standards;	<input type="checkbox"/>	<input type="checkbox"/>
	c. shall make prior arrangements for on-site training with the official managing the contract (senior official in Support Service section);	<input type="checkbox"/>	<input type="checkbox"/>
	d. undertakes not to act in any way that is in conflict with the WCG Health and Wellness' interests for the duration of this contract.	<input type="checkbox"/>	<input type="checkbox"/>
	e. is in charge of the overall management and supervision of their employees/staff.	<input type="checkbox"/>	<input type="checkbox"/>
	i. however, staff/cleaners who work directly under the supervision of a Departmental official must follow his or her instructions.		
	f. shall pay his/her/its employees at least the minimum monthly basic wage prescribed for the municipal area concerned in the Basic Conditions of Employment Act 75 of 1997, Sectoral Determination 1: Contract Cleaning Sector, Gazette 42182 Volume 643 of 23 January 2019.	<input type="checkbox"/>	<input type="checkbox"/>
	g. if an incident occurs, immediately notify the Facility Manager during business hours or the official in charge after hours. Within 24 hours of the incident, a detailed written report must be submitted.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.10 DUTIES AND RESPONSIBILITIES to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
		Comply/ Accept	Do Not Comply/ Accept
4.10	* DUTIES AND RESPONSIBILITIES (continued):		
4.10.2	The WCG Health and Wellness (Department):	<input type="checkbox"/>	<input type="checkbox"/>
	a. entrusts all such rights and obligations to the contractor (successful bidder) as are required to enable the contractor (successful bidder) to lawfully fulfil their obligations in terms of the contract efficiently and professionally,		
	b. shall provide the contractor (successful bidder) with timely access to information reasonably required to execute its responsibilities under the contract and		
	c. shall provide all necessary cleaning materials and consumables, water, power, toilets, and other facilities (subject to agreement), as well as make cleaning equipment available to the contractor (successful bidder) in order for it to perform its services.		
4.10.3	The parties expressly agree that, in the event of a dispute arising out of the agreement, neither party will interrupt or suspend performance of its obligations under the agreement until the dispute is resolved.	<input type="checkbox"/>	<input type="checkbox"/>
4.11	* INDEMNITY:	Comply/ Accept	Do Not Comply/ Accept
4.11.1	The contractor (successful bidder) agrees to hold the WCG Health and Wellness harmless and keep it indemnified against any actions; demands; suits; proceedings, costs and expenses which may be taken or made against the WCG Health and Wellness or loss or damage, from any cause arising or be incurred or become payable by the WCG Health and Wellness flowing from damage or loss to property or death or injury to persons caused in execution of the services.	<input type="checkbox"/>	<input type="checkbox"/>
4.12	* ASSIGNMENT:	Comply/ Accept	Do Not Comply/ Accept
4.12.1	Neither the benefits nor the obligations under the contract may be ceded or assigned by either Party except with the prior consent of the other Party.	<input type="checkbox"/>	<input type="checkbox"/>
4.13	* TRANSFER AND CESSION:	Comply/ Accept	Do Not Comply/ Accept
4.13.1	The contractor (successful bidder) will not cede, transfer, sell or alienate the contract or a part of it in any way to any other person or company without obtaining prior written permission from the WCG Health and Wellness, and on condition that the cessionary complies with all requirements of the contract/agreement.	<input type="checkbox"/>	<input type="checkbox"/>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'
4.14	* BREACH AND TERMINATION:	Comply/ Accept Do Not Comply/ Accept

4.14.1 Should either party commit a breach of the contract's provisions and fail to remedy that breach **within 14 days** after receipt of a written notice, the non-defaulting party, without prejudice to any other right it may have as a result of the breach, will be entitled to cancel the contract with the other party upon written notice to the address in the contract. The parties agree that the provision of paragraph 23, 'Termination of default' of the General Conditions of Contract (GCC) will apply in that event if it is not in conflict with the contract.

C

DNC

23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any 12-person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.
- These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'
4.15	* PENALTIES:	Comply/ Accept Do Not Comply/ Accept
4.15.1	The contractor (successful bidder) must be aware that penalties will be imposed for violations/non-compliance with bid specifications, General Conditions of Contract and Special Conditions of Contract.	<input type="checkbox"/> C <input type="checkbox"/> DNC
4.15.2	Additional penalties will be imposed on the contractor (successful bidder) for any incident or breach of the agreement/contract that the contractor (successful bidder) fails to honour.	<input type="checkbox"/> C <input type="checkbox"/> DNC
4.15.3	The penalties for service delivery per person per incident/per day are detailed in the table below:	<input type="checkbox"/> C <input type="checkbox"/> DNC

Transgression	Penalty Rate	Penalty Occurrences
(a) Failure to provide a comprehensive cleaning service.	R 1000.00	per facility per day
(b) Failure to post the minimal required cleaning staff at point of service/facility.	R 500.00	per person per incident
(c) Late posting (half an hour after schedule time).	R 200.00	per person per incident
(d) Posting more than 2 hours after scheduled time.	R 200.00	per person per incident
(e) Sleeping on duty.	R 200.00	per person per incident
(f) Failure to wear and display ID card.	R 200.00	per person per incident
(g) Failure to adhere to dress code including protective clothing.	R 200.00	per person per incident
(h) Absent from point of duty without permission.	R 200.00	per person per incident
(i) Posting of untrained staff	R 300.00	per person per incident
(j) Failure to provide a relieve where the cleaning staff is ill or absent from the point of service.	R 500.00	per day
(k) Non- adherence to cleaning program.	R 300.00	per incident
(l) Non- submission of accurate attendance registers.	R 500.00	per day
(m) Non-attendance of mandatory scheduled monthly/quarterly meetings.	R 500.00	per incident
(n) Non-compliance with smoking regulations.	R 500.00	per person per incident

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.16	* TERMINATION OF APPOINTMENT:	Comply/ Accept	Do Not Comply/ Accept
4.16.1	Should either party commit a breach of the contract's provisions and fail to remedy that breach within 14 days after receipt of a written notice, the non-defaulting party, without prejudice to any other right it may have as a result of the breach, will be entitled to cancel the contract with the other party upon written notice to the address in the contract. The parties agree that the provision of paragraph 23, 'Termination of default' of the General Conditions of Contract (GCC) will apply in that event if it is not in conflict with the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.17	* DISPUTE RESOLUTION:	Comply/ Accept	Do Not Comply/ Accept
4.17.1	Notwithstanding any other provisions contained in the agreement, the WCG Health and Wellness shall be entitled to terminate the agreement forthwith by written notice to the contractor (successful bidder) if the contractor (successful bidder) - (i) enters into insolvency; (ii) commits a fraudulent or dishonest act; (iii) is prevented from performing its duties hereunder for a period exceeding two months; (iv) is guilty of any conduct which is prejudicial to the Department's interest; (v) has a judgment entered against it; (vi) renders a standard of service which is unprofessional, unacceptable or of a poor quality, (vii) fails to provide a valid tax clearance certificate during the contract period if the WCG Health and Wellness requests it and (viii) the staff member of the contractor (successful bidder) who is responsible for rendering the services loses his/her professional registration to render the services through a suspension or deregistration by the relevant professional body.	<input type="checkbox"/>	<input type="checkbox"/>
4.17.2	<u>Mediation:</u> (i) Any dispute arising from or relating to the contract may be referred to a mediator without legal representation by the parties. (ii) The dispute will be heard by a mediator selected by agreement between the parties, at a place and time he/she has determined in consultation with the parties.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.17 DISPUTE RESOLUTION to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1).....2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.17	* DISPUTE RESOLUTION (continued):	Comply/ Accept	Do Not Comply/ Accept
	(iii) If the parties cannot agree on a particular mediator within 5 calendar days after agreeing to refer the matter for mediation, the serving President of the Law Society of the Cape of Good Hope will nominate a mediator within 10 calendar days after the parties' failure to agree.	<input type="checkbox"/>	<input type="checkbox"/>
	(iv) The mediator at his/her sole discretion will determine whether the referral will be made by written or verbal representations, on condition that he/she will consult with the parties about this determination and be guided by their mutual and reasonable desire of how the representations should be made.		
	(v) The parties will have 14 calendar days to finalise their representations. Within 14 calendar days of receiving the representations, the mediator will provide a written opinion on the matter and furnish each party with a copy, by hand or by registered post.		
	(vi) The mediator's opinion will be final and binding on the parties unless a party is unwilling to accept it. Should this happen, the unwilling party may institute legal proceedings in a court with appropriate jurisdiction, unless the parties agree to refer the dispute to arbitration. The mediator's opinion will not prejudice the rights of either party in any way if either legal proceedings or arbitration should ensue.		
	(vii) The mediator will determine the cost and liability for the cost of mediation, which will be due and payable to the mediator on presentation of his/her written account.		
4.17.3	<u>Arbitration:</u>	<input type="checkbox"/>	<input type="checkbox"/>
	(i) Any dispute arising from or relating to the contract may be referred to arbitration.		
	(ii) According to the provisions of the Arbitration Act, No. 42 of 1965, arbitration will be held in Cape Town with the intention that it be concluded within 14 calendar days where possible.		
	(iii) Unless otherwise stated here, if the disputed matter is-		
	a) primarily a legal matter, the arbitrator will be a practising senior advocate of the Cape Bar ,		
	b) any other matter, the arbitrator will be an independent, suitably qualified person mutually agreed upon by the disputing parties.		

(NB: 4.17 DISPUTE RESOLUTION to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
		Comply/ Accept	Do Not Comply/ Accept
4.17	* DISPUTE RESOLUTION (continued):		
	(iv) If parties cannot agree whether the question in dispute falls under (iii)(a) or (iii)(b) above and/or on a particular arbitrator within 7 calendar days after agreeing to refer the dispute to arbitration, the serving Chairperson of the Cape Bar Council will:	<input type="checkbox"/>	<input type="checkbox"/>
	a) determine whether the question in dispute falls under (iii)(a) or (iii)(b); and/or		
	b) any other matter, the arbitrator will be an independent, suitably qualified person mutually agreed upon by the disputing parties.		
	(v) The arbitrator will provide his/her decision within 14 calendar days after the completion of arbitration. He/she may determine that the arbitration costs be paid either by one or both parties and at a rate he/she considers appropriate.		
	(vi) The arbitrator's decision will be final and binding and may be made an order of the Western Cape High Court, Cape Town on application by either party.		
4.18	* INDEPENDENT CONTRACTOR:		
4.18.1	The contractor (successful bidder) will be appointed as an independent contractor, and not as an employee , and at all relevant times during the currency of the contract no employer/employee relationship shall exist between the Parties.	<input type="checkbox"/>	<input type="checkbox"/>
4.18.2	The WCG Health and Wellness shall not be liable for any injury, loss or damage directly or indirectly incurred by the contractor (successful bidder), as an independent contractor, arising out of or in connection with the services rendered by the contractor (successful bidder) in accordance with the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.19	* WAIVER:		
4.19.1	No waiver of any of the terms and conditions of the contract shall be binding unless expressed in writing and signed by the Party giving the same, and any such waiver shall be affected only in the specific instance and for the purpose given.	<input type="checkbox"/>	<input type="checkbox"/>
4.19.2	No failure or delay on the part of either Party in exercising any right, power or privilege precludes any other or further exercising thereof or the exercising of any other right, power or privilege.	<input type="checkbox"/>	<input type="checkbox"/>
4.19.3	No indulgence, leniency or extension of time which any Party ("the Grantor") may grant or show the other Party, shall in any way prejudice the Grantor or preclude the Grantor from exercising any of its rights in terms of the contract.	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.17 DISPUTE RESOLUTION to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023 1)..... 2) SIGNED SIGNED	
---	--

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.20	* ENTIRE CONTRACT:	Comply/ Accept	Do Not Comply/ Accept
4.20.1	The contract constitutes the entire agreement between the Parties and no amendment, alteration, addition or variation of any right, term or condition of the contract will be of any force or effect unless reduced to writing and signed by the Parties to the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.20.2	The Parties agree that there are no conditions, variations or representations, whether oral or written and whether expressed or implied or otherwise, other than those contained in the contract.	<input type="checkbox"/>	<input type="checkbox"/>
4.20.3	The contract replaces any other previous verbal or written contract entered into between the Parties.	<input type="checkbox"/>	<input type="checkbox"/>
4.21	* FORCE MAJEURE:	Comply/ Accept	Do Not Comply/ Accept
4.21.1	For the purposes of the contract, "Force Majeure" means any of the following events or circumstances: <ul style="list-style-type: none"> (i) war, whether declared or not, civil war, civil violence and revolutions, acts of sabotage; (ii) natural disasters such as violent storms, cyclones, earthquakes, tidal waves, floods, destruction by lightning, (iii) explosions, fires, destruction of machines, of factories and of any kind of installations or (iv) acts of authority, whether lawful or unlawful, apart from acts from which the Party seeking relief has assumed the risk by virtue of any other provisions of the contract which directly causes either Party to be unable to comply with all or a material part of its obligations under the contract. 	<input type="checkbox"/>	<input type="checkbox"/>
4.21.2	Where a Party is (or claims to be) affected by an event of Force Majeure: <ul style="list-style-type: none"> (i) It shall take all reasonable steps to mitigate the consequences of such an event upon the performance of its obligations under the contract, resume performance of its obligations affected by the event of Force Majeure as soon as practicable and use all reasonable endeavours to remedy its failure to perform; and (ii) The Party claiming relief shall serve written notice on the other Party within 14 (fourteen) business days of it becoming aware of the relevant event of Force Majeure. The notice will contain such relevant information relating to the failure to perform (or delay in performing) as is available, including (without limitation) the effect of the event of Force Majeure on the ability of the Party to perform, the action being taken in accordance with clause above (i). 	<input type="checkbox"/>	<input type="checkbox"/>

(NB: 4.21 FORCE MAJEURE to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **agreed to/accepted**.
- c) '**DO NOT COMPLY/ACCEPT**' = terms and conditions of the applicable clause and its sub-clauses are **NOT accepted** which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
		Comply/ Accept	Do Not Comply/ Accept
4.21	* FORCE MAJEURE (continued):		
	(iii) Should the Party claiming relief be prevented from carrying out its contractual obligations due to Force Majeure lasting continuously for a period of 60 (sixty) calendar days, the Parties will consult with each other regarding the future implementation of the contract. The Parties shall endeavour to agree on any modifications to the contract which may be equitable having regard to the nature of an event or events of Force Majeure.	<input type="checkbox"/>	<input type="checkbox"/>
	(iv) Should the Party claiming relief be prevented from carrying out its contractual obligations due to Force Majeure lasting continuously for a period of 60 (sixty) calendar days, the Parties will consult with each other regarding the future implementation of the contract. The Parties shall endeavour to agree on any modifications to the contract which may be equitable having regard to the nature of an event or events of Force Majeure.	<input type="checkbox"/>	<input type="checkbox"/>
4.22	* SEVERABILITY:		
4.22.1	In the event that any of the terms of the contract are found to be invalid, unlawful or unenforceable, such terms will be severable from the remaining terms, which will continue to be valid and enforceable.	<input type="checkbox"/>	<input type="checkbox"/>
4.23	* CONFIDENTIALITY:		
4.23.1	The contractor (successful bidder) must not, for the duration of the contract, divulge or make known to any person any information about the affairs of the WCG Health and Wellness.	<input type="checkbox"/>	<input type="checkbox"/>
4.23.2	The information available between the Parties obtained during the course of the contract and its implementation will remain confidential to the Parties especially when it is not intended to be in the public domain.	<input type="checkbox"/>	<input type="checkbox"/>

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)
------	---

4.24 * NOTICE AND DOMICILIUM:

4.24.1 The WCG Health and Wellness – Central Karoo District:

Physical Address:

Beaufort West Hospital
99 Voortrekker Street
BEAUFORT WEST
6970

Postal Address:

Private Bag X549
BEAUFORT WEST
6970

Name	Contact No.	E-mail
Ms Michele Bothma (Head of Finance and Supply Chain Mng.)	(023) 414 8269	Michelle.Bothma@westerncape.gov.za
Ms Martinique De Koker (AO – Support Services)	(023) 414 8283	Martinique.DeKoker@westerncape.gov.za
Ms Eldoret Abrahams (AO – Supply Chain Management)	(023) 414 8214	Eldoret.Abrahams@westerncape.gov.za
Ms Esmeralda Esbach (SAC – Supply Chain Management - Services)	(023) 414 8285	Esmeralda.Esbach@westerncape.gov.za

4.24.2 The WCG Health and Wellness – Kannaland Sub-District:

Physical Address:

Alan Blyth (Ladismith) Hospital
1 Hospital Road
LADISMITH
6655

Postal Address:

Private Bag X214
LADISMITH
6655

Name	Contact No.	E-mail
Mr Rolan Mars (Head of Corporate Services)	(078) 623 2101	Rolan.Mars@westerncape.gov.za
Mr Edward Adcock (Head of Support Services)	(028) 551 1010	Edward.Adcock@westerncape.gov.za
Ms Christelle Anta (Head of Supply Chain Management)	(028) 551 1342	Christelle.Anta@westerncape.gov.za

(NB: 4.24 NOTICE AND DOMICILIUM to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)
------	---

4.24 * NOTICE AND DOMICILIUM (continued):

4.24.3 The WCG Health and Wellness – Oudtshoorn Sub-District:

Physical Address:

Oudtshoorn Hospital
Park Road
OUDTSHOORN
6625

Postal Address:

Private Bag X609
OUDTSHOORN
6620

Name	Contact No.	E-mail
Mr Rolan Mars (Head of Corporate Services)	(078) 623 2101	Rolan.Mars@westerncape.gov.za
Mr Sivuyile Raymond Papa (Head of Support Services)	(044) 203 7314	Sivuyile.Papa@westerncape.gov.za
Ms Charmaine Roman (Head of Supply Chain Management)	(044) 203 7264	Charmaine.Roman@westerncape.gov.za
Mr Daniel Carelse (AO - Supply Chain Management - Services)	(044) 203 7345	Daniel.Carelse@westerncape.gov.za
Ms Ester Wilson (SAC – Supply Chain Management - Services)	(044) 203 7292	Ester.Wilson@westerncape.gov.za

4.24.4 The WCG Health and Wellness – Knysna/Bitou Sub-District:

Physical Address:

Knysna Hospital
Main Street
KNYSNA
6571

Postal Address:

Private Bag X015
KNYSNA
6571

Name	Contact No.	E-mail
Mr Deon Matthee (Head of Corporate Services)	(044) 302 8406	Deon.Matthee@westerncape.gov.za
Ms Raylene Quine (AO – Support Services)	(044) 302 8445	Raylene.Talmaggies@westerncape.gov.za
Ms Adele Rein (Head of Supply Chain Management)	(044) 302 8468	Adele.Rein@westerncape.gov.za
Ms Danielle Nankoo (AO - Supply Chain Management - Services)	(044) 302 8411	Danielle.Nankoo@westerncape.gov.za
Ms Almarene Brown (SAC – Supply Chain Management - Services)	(044) 302 8400	Almarene.Brown@westerncape.gov.za

(NB: 4.24 NOTICE AND DOMICILIUM to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)
------	---

4.24 * NOTICE AND DOMICILIUM (continued):

4.24.5 The WCG Health and Wellness – Mossel Bay Sub-District:

Physical Address:

Mossel Bay Hospital
87 21st Avenue
MOSEL BAY
6505

Postal Address:

Private Bag X34
MOSEL BAY
6500

Name	Contact No.	E-mail
Mr Johan Boshoff (Head of Corporate Services)	(044) 604 6105	Johan.Boshoff@westerncape.gov.za
Mr Benjamin Caffoen (Head of Support Services)	(044) 604 6114	Benjamin.Caffoen@westerncape.gov.za
Mr Anwa Jacobs (Head of Supply Chain Management)	(044) 604 6103	Anwa.Jacobs@westerncape.gov.za
Mr Deon Joubert (AO - Supply Chain Management - Services)	(044) 604 6118	Deon.Joubert@westerncape.gov.za
Ms Eunise Martin (SAC – Supply Chain Management - Services)	(044) 604 6119	Eunise.Martin@westerncape.gov.za

4.24.6 The WCG Health and Wellness – Hessequa Sub-District:

Physical Address:

Riversdale Hospital
Hospital Street
RIVERSDALE
6670

Postal Address:

Private Bag X421
RIVERSDALE
6670

Name	Contact No.	E-mail
Mr Herman Crous (Head of Corporate and Support Services)	(044) 713 8642	Herman.Crous@westerncape.gov.za
Ms Lorriane Pfaff (Head of Supply Chain Management)	(044) 713 8642	Lorriane.Pfaff@westerncape.gov.za
Ms Isabel Cronje (SAC – Supply Chain Management - Services)	(044) 713 8659	Isabelle.Cronje@westerncape.gov.za

(NB: 4.24 NOTICE AND DOMICILIUM to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)
------	---

4.24 * NOTICE AND DOMICILIUM (continued):

4.24.7 The WCG Health and Wellness – George Sub-District:

Physical Address:

Harry Comay Hospital
Nelson Mandela BLVD
George Industria
GEORGE
6529

Postal Address:

Private Bag X003
George Industria
GEORGE
6530

Name	Contact No.	E-mail
Ms Yandiswa Mqela (Head of Support Services)	(044) 814 1127	Yandiswa.Mqela@westerncape.gov.za
Mr Hilton Mapolie (Head of Supply Chain Management)	(044) 814 1156	Hilton.Mapolie@westerncape.gov.za
Ms Nevinia Wicomb (SAC – Supply Chain Management - Services)	(044) 814 1160	Nevinia.Wicomb@westerncape.gov.za

(NB: 4.24 NOTICE AND DOMICILIUM to continue on the next page)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)
------	---

4.24 * NOTICE AND DOMICILIUM (continued):

4.24.8 The Bidder:

Physical Address:

Postal Address:

Line 1:		
Line 2:		
Line 3:		
City:		
Code:		

**Compulsory
Please Complete
all blue areas?**

Owner/Representative(s)/Specialist(s):

Name	Contact No.	E-mail
	()	
	()	
	()	

Accounting Section (Consolidated Invoices/Statements/Annexures/Enquiries):

Name	Contact No.	E-mail
	()	
	()	
	()	

(NB: 4.24 NOTICE AND DOMICILIUM to continue on the next page)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...

WCGHSC0350/2023: The Rendering Of Comprehensive Cleaning Services To Healthcare Facilities Within The Garden Route and Central Karoo Districts Under The Control Of The Western Cape Government Health And Wellness For A Period No More Than Three (3) Years

- a) Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'. **Failure** to complete all applicable sections will make your offer **ineligible for evaluation**.
- b) '**COMPLY/ACCEPT**' - bidder **agrees to/accepts** the terms and conditions of the applicable clause and its sub-clauses.
- c) '**DO NOT COMPLY/ACCEPT**' - bidder **refuses to accept** the terms and conditions of the applicable clause and its sub-clauses which will make the offer ineligible for evaluation and award.

Para	SECTION 4 - SPECIAL CONDITIONS OF CONTRACT (SCC) (*will apply once agreement/contract is in place)	Mark with 'X' or '✓'	
4.24	* NOTICE AND DOMICILIUM (continued):	Comply/ Accept	Do Not Comply/ Accept
4.24.9	All written notices to be given in terms of the contract shall be delivered or sent by prepaid registered post to the Party's chosen domicilium citandi et executandi or shall be sent by electronic mail (e-mail) to the address(es) provided. a. If delivered by hand, a notice shall be presumed to have been received on the date of delivery, or, if sent by prepaid registered post, be presumed to have been received 7 (seven) business days after the date of posting. b. If sent by electronic mail, a notice shall be presumed to have been received on the date and time the e-mail was delivered to the recipient(s).	<input type="checkbox"/>	<input type="checkbox"/>
4.24.10	Notwithstanding anything to the contrary contained in the contract, a written notice or communication actually received by one of the Parties from the other Party shall be adequate written notice of communication to such Party.	<input type="checkbox"/>	<input type="checkbox"/>

I/we, the undersigned, who is/are duly authorised to act on behalf of the company/firm/business entity, affirms:

- c. that I/we have verified the number of the pages and ensure that none are missing or duplicated,
- d. that I/we understand the content of this specification document and
- e. that the information provided in Section 1, 2, 3 and 4 of the specification documents is true and accurate.

Signed at _____ [PLACE] on this _____ day of _____ 2023

Duly Authorised Representative's Signature:

Designation of Signatory:

As Witness 1:

As Witness 2:

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED



DAILY CHECKLIST (must be verified and signed off by the facility's Operational Manager):		FACILITY:		
		DATE:		
Area/Item	Task/Duty	Task Completed	Date	Comments
Banisters:	wiped with lint-free cloth and chlorine-detergent disinfectant.			
Beds, bedside cabinets and lockers:	damp-wiped.			
Carpets (where applicable):	vacuumed with industrial vacuum cleaner (high traffic). (low traffic twice weekly)			
	*spots and stains removed.			
	*interim and restoratively cleaned.			
Cleaning Equipment:	damp-wiped. (mops/rubber maid and sweeper soaked and dried daily).			
Chairs:	*fabric-upholstered chairs spot-cleaned.			
	seating in waiting and consultation areas damp-wiped.			
Desks & Tables:	consultation desks/ tables damp-wiped.			
Electrical Equipment:	wiped with lint-free cloth.			
	Buffing machine emptied and parts cleaned.			
Liquid soap holders:	*liquid soap dispensers filled.			
Mirrors:	*wet-wiped and dried.			
Shelves:	*cleared shelves damp-wiped.			
Kitchens:	*floors swept and washed.			
	*work surfaces damp-wiped.			
	*crockery and cutlery cleaned after meetings.			
Sluice rooms (where applicable):	*bedpans and urinals disinfected in bedpan washer.			
	damp-wiped.			
	linen sluiced.			
Basins:	wet-wiped with hard surface cleaner			
	*wet-wiped.			
Paper towel dispensers & toilet paper roll holders:	*refilled.			

*as required/necessary

**where applicable

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...



DAILY CHECKLIST (must be verified and signed off by the facility's Operational Manager):		FACILITY:		
Area/Item	Task/Duty	Task Completed	Date	Comments
Rest Rooms/toilets (staff & public):	checked, cleaned and serviced/ replenished every 3 hours (4 services per 12 hours).			
	spillage removed from bowl and under flush rim with hard surface cleaner and a brush every 3 hours (4 services per 12 hours).			
	seat and lid, cistern, pipes, etc. wet-washed; all components disinfected.			
	doors and walls wet-wiped.			
	*usability ensured and consumables replenished.			
	litter removed/waste bins emptied.			
Urinals:	wet-wiped.			
	pipes and flushing mechanisms wet-wiped every 3 hours (4 services per 12 hours).			
	step/floor under urinal mopped every 3 hours (4 services per 12 hours).			
Ceilings & walls:	all spots and fingerprints removed on walls, painted surfaces, electric switches, etc.			
Doors:	finger-marks removed on glass and push plates.			
	dirty spots removed on wooden and metal doors.			
	damp-wiped.			
Floors (vinyl/PVC):	dust and dirt removed with dust sweeper.			
	*spillage or spillage cleaned with damp mop			
	Sprayed and buffed with floor polisher.			
Floors – Hard (Ceramic, marble Granite, brick, porcelain, Concrete, tiled, etc.):	dust and dirt removed with dust sweeper.			
	*spillage or spillage cleaned with damp mop			
	*Machine-scrubbed			
Light switches (wards):	damp-wiped.			
Metal work:	damp-wiped and buffed.			
Sinks:	wet-wiped.			
Taps:	wet-wiped with hard surface cleaner & chlorine-detergent disinfectant.			
Windows and windowsills:	*windowsills damp-wiped.			

*as required/necessary

**where applicable

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2).....
SIGNED SIGNED

Please
initial
here...



DAILY CHECKLIST (must be verified and signed off by the facility's Operational Manager):		FACILITY:		
Area/Item	Task/Duty	Task Completed	Date	Comments
Medical waste:	*medical waste boxes and sharp containers sealed; marked, removed and replaced with clean holders.			
Rubbish bins:	emptied and damp-wiped.			
	rubbish removed from containers and placed in other suitable containers/bags (may not be dragged across floors, carpets or tiles.)			
	contents of waste baskets and other office rubbish neatly removed in bags and deposited in rubbish bins.			
Courtyards and front entrance:	kept all areas clean and free from litter and other spillage.			
	removed cobwebs.			
	removed litter and municipal waste.			
	damp-wiped tables and chairs,			
Entrance:	swept and kept free of wastepaper and litter (twice daily).			
*as required/necessary **where applicable	I hereby confirm that all daily tasks have been completed			
	Operational Manager (full name):			
	Signature:			
	Date verified:			



WEEKLY CHECKLIST (must be verified and signed off by the facility's Operational Manager):		FACILITY:		
		DATE:		
Area/Item	Task/Duty	Task Completed?	Date	Comments
Blinds (horizontal & vertical):	dust removed with lint-free cloth.			
Chairs:	fabric-upholstered chairs vacuum-cleaned, bi-weekly			
	vinyl and leather chairs damp-wiped.			
Desks & Tables:	office desks/tables damp-wiped.			
Electrical Equipment:	damp-wiped.			
Pictures and paintings:	wiped with lint-free cloth.			
Telephones:	damp-wiped.			
Kitchens:	*cupboard doors damp-wiped.			
Refrigerators & freezers:	top, doors and sides damp-wiped. (twice weekly)			
Urinals:	*mineral deposits removed from gullies and drains. (bi-weekly or as needed))			
Doors:	door cleaned (damp-wiped).			
Light switches (offices):	damp-wiped.			
Pipes:	damp-wiped.			
Plugs:	damp-wiped.			
Power (circuit) boxes (outer cover):	damp-wiped.			
Skirtings:	damp-wiped (twice weekly).			
Switches:	damp-wiped.			
Windows and windowsills:	*damp-wiped.			
Rubbish bins:	*stains removed and damp-wiped.			
*as required/necessary **where applicable	I hereby confirm that all weekly tasks have been completed.			
	Operational Manager (full name):			
	Signature:			
	Date verified:			

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...



MONTHLY CHECKLIST (must be verified and signed off by the facility's Operational Manager):		FACILITY:		
		DATE:		
Area/Item	Task/Duty	Task Completed?	Date	Comments
Blinds (horizontal & vertical):	damp-wiped.			
Curtains and curtain rails:	*removed and placed back curtains including linings and drapes.			
Pictures and paintings:	frames damp-wiped; glass cleaned. (painting not to be cleaned)			
Kitchens:	cupboard storage cleaned and wet-wiped			
Refrigerators & freezers:	contents removed and shelves damp-wiped.			
	Defrosted, shelves and inside surfaces cleaned.			
Basins:	mineral deposits removed.			
Rest Rooms/toilets (staff & public):	mineral deposits removed.			
Ceilings & walls:	ceilings & air vents wiped,			
	walls & dry washable surfaces wet-wiped.			
Floors (vinyl/PVC):	*stripped, cleaned and resealed (buffing machine to be used). (every 3 months/when needed)			
Lights:	light covers damp-wiped.			
Taps:	mineral deposits removed.			
Windows and windowsills:	Inside window surfaces cleaned with glass/window cleaner.			
	outside window surfaces cleaned with glass/window cleaner and squeegee.			
*as required/necessary **where applicable	<p>I hereby confirm that all monthly tasks have been completed.</p> <p>Operational Manager (full name):</p> <p>Signature:</p> <p>Date verified:</p>			

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...



		FACILITY:	
		MONTH:	
TRANSGRESSION/INCIDENT/BREACH	PENALTY RATE IMPOSED	DATE OF TRANSGRESSION /INCIDENT	COMMENTS

Operational Manager (full name):

Signature:

Date:

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

Please
initial
here...



ANNEXURE E

Please
initial
here...

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 “Day” means calendar day.
 - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
 - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
 - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
 - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

- 1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 “GCC” means the General Conditions of Contract.
- 1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organization purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application	2.1	These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
	2.2	Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
	2.3	Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
3. General	3.1	Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
	3.2	With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
4. Standards	4.1	The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
5. Use of contract documents and information; inspection.	5.1	The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
	5.2	The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
	5.3	Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
	5.4	The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
6. Patent rights	6.1	The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
7. Performance security	7.1	Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
	7.2	The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

	<p>7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:</p> <p>(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or</p> <p>(b) a cashier's or certified cheque</p> <p>7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.</p>
8. Inspections, tests and analyses	<p>8.1 All pre-bidding testing will be for the account of the bidder.</p> <p>8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.</p> <p>8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.</p> <p>8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.</p> <p>8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.</p> <p>8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.</p> <p>8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.</p>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

	8.8	The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.
9. Packing	9.1	The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
	9.2	The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.
10. Delivery and documents	10.1	Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
	10.2	Documents to be submitted by the supplier are specified in SCC.
11. Insurance	11.1	The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.
12. Transportation	12.1	Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
13. Incidental services	13.1	The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC: <ul style="list-style-type: none"> (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods; (b) furnishing of tools required for assembly and/or maintenance of the supplied goods; (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods; (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
	13.2	Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

14. Spare parts	<p>14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:</p> <ul style="list-style-type: none"> (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and (b) in the event of termination of production of the spare parts: <ul style="list-style-type: none"> (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.
15. Warranty	<p>15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.</p> <p>15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.</p> <p>15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.</p> <p>15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.</p> <p>15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.</p>
16. Payment	<p>16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.</p> <p>16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.</p> <p>16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.</p>

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

	16.4	Payment will be made in Rand unless otherwise stipulated in SCC.
17. Prices	17.1	Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
18. Contract amendments	18.1	No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
19. Assignment	19.1	The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
20. Subcontracts	20.1	The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
21. Delays in the supplier's performance	21.1	Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
	21.2	If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
	21.3	No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
	21.4	The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
	21.5	Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
	21.6	Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

22. Penalties	<p>22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.</p>
23. Termination for default	<p>23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:</p> <ul style="list-style-type: none"> (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2; (b) if the Supplier fails to perform any other obligation(s) under the contract; or (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract. <p>23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.</p> <p>23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.</p> <p>23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.</p> <p>23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.</p> <p>23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:</p> <ul style="list-style-type: none"> (i) the name and address of the supplier and / or person restricted by the purchaser; (ii) the date of commencement of the restriction (iii) the period of restriction; and (iv) the reasons for the restriction.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
 SIGNED SIGNED

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)
SIGNED SIGNED

28. Limitation of liability	<p>27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.</p> <p>27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.</p> <p>27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.</p> <p>27.5 Notwithstanding any reference to mediation and/or court proceedings herein,</p> <p>(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and</p> <p>(b) the purchaser shall pay the supplier any monies due the supplier.</p> <p>28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;</p> <p>(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and</p> <p>(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.</p>
29. Governing language	<p>29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.</p>
30. Applicable law	<p>30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.</p>
31. Notices	<p>31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.</p> <p>31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.</p>
32. Taxes and duties	<p>32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.</p> <p>32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.</p>

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

01 SEPT 2023

1)..... 2)

SIGNED

SIGNED

Please
initial
here...

		32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)		33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34 Prohibition of Restrictive practices		34.1	In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
		34.2	If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
		34.3	If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 01 SEPT 2023	
1).....	2)
SIGNED	SIGNED

Please
initial
here...