

BID NUMBER: 58/10/2025/GAU-(PER)

REQUEST FOR PROPOSAL (RFP) – APPONTMENT OF SIX (6) SERVICE PROVIDERS TO PROVIDE WEED CONTROL, GRASS CUTTING, AND TREE FELLING ON AN “AS AND WHEN REQUIRED” BASIS FOR A PERIOD OF THIRTY-SIX (36) MONTHS. THE SERVICES PROVIDER(S) WILL BE ALLOCATED SERVICE LINES LISTED BELOW:

1. GERMISTON TO PRETORIA AND KAALFONTEIN TO LERALLA, (INCLUDING ALL STATIONS THAT FALL WITHIN SERVICE LINES);
2. HERCULES TO BOSMAN, BOSMAN TO SAUSVILLE, HERCULES TO PIENAARSPOORT VIA CAPITAL PARK, AND PRETORIA TO KOEDOESPOORT VIA RISSIK (EXCLUDING PRETORIA AND HERCULES STATIONS), (INCLUDING ALL STATIONS THAT FALL WITHIN THESE SERVICE LINES);
3. LANGLAAGTE TO GERMISTON, GERMISTON TO SPRINGS, GERMISTON TO KWESINE, AND DUNSWART TO DAVEYTON (EXCLUDING GERMISTON STATION), (INCLUDING ALL STATIONS THAT FALL WITHIN THESE SERVICE LINES);
4. LANGLAAGTE TO RANDFONTEIN, LANGLAAGTE TO NEW CANADA, NEW CANADA TO NALEDI, (EXCLUDING LANGLAAGE STATION), (INCLUDING ALL STATIONS THAT FALL WITHIN THESE SERVICE LINES);
5. MABOPANE TO WINTERSNEST, WINTERSNEST TO DE WILDT, WINTERSNEST TO HERCULES AND HERCULES TO BELLE OMBRE, (INCLUDING ALL STATIONS THAT FALL WITHIN THESE SERVICE LINES);
6. NEW CANADA TO HOUTHEUWEL, AND NEW CANAA TO GEORGE GOCH VIA BOOYSENS (EXCLUDING NEW CANADA STATION), (INCLUDING ALL STATIONS THAT FALL WITHIN THESE SERVICE LINES) IN GAUTENG REGION.

CLOSING DATE	12 December 2025
CLOSING TIME	12:00 MIDDAY
COMPULSORY BRIEFING SESSION	VENUE Cnr. Leyds and Simmonds Street Braamfontein. Shosholoza Meyl Junction 6th floor boardroom.
	28 November 2025
	TIME: 10:00 AM
BID DOCUMENTS DELIVERY ADDRESS	PASSENGER RAIL AGENCY OF SOUTH AFRICA Ground Floor, Shosholoza Meyl Junction, Cnr Leyds and Simmonds Street, Braamfontein, 2001
BIDDER NAME

Disclaimer

This document is provided solely for the purpose set out in this RFP and is not intended to form any part or basis of any investment decision by Bidders. The recipient should not consider the document as an investment recommendation by PRASA or any of its advisers.

Each person to whom this document (and other later documents) is made available must make his own independent assessment of the Project after making such investigation and taking such professional advice as he/she or it deems necessary. Neither the receipt of this document or any related document by any person, nor any information contained in the documents or distributed with them or previously or subsequently communicated to any Bidder or its advisers, is to be taken as constituting the giving of an investment advice by PRASA or its advisers.

Whilst reasonable care has been taken in preparing this RFP and other documents, they do not purport to be comprehensive or true and correct. Neither PRASA nor any of its advisers accept any liability or responsibility for the adequacy, accuracy, or completeness of any of the information or opinions stated in any document.

They acquaint themselves with this RFP and take note that no representation or warranty, express or implied, is or will be given by PRASA, or any of its officers, employees, agents or advisers with respect to the information or opinions contained in any document or on which any document is based. Any liability in respect of such representations or warranties, howsoever arising is hereby expressly disclaimed.

If any recipient, or its employees, advisers or agents make or offer to make any gift to any of the employees of PRASA or consultant to PRASA on the RFP either directly or through an intermediary then such recipient, Bidder will be disqualified forthwith from participating in the RFP.

Each recipient of this RFP agrees to keep confidential any information of a confidential nature which may be contained in the information provided by PRASA, or any of its officers, employees, agents or advisers (the "Confidential Information Provided"). The Confidential Information provided may be made available to Bidder's subcontractors, employees and professional advisers who are directly involved in the appraisal of such information (who must be made aware of the obligation of confidentiality) but shall not, either in the whole or in part, be copied, reproduced, distributed or otherwise made available to any other party in any circumstances without the prior written consent of PRASA, nor may it be used for any other purpose than that for which it is intended.

These requirements do not apply to any information, which is or becomes publicly available or is shown to have been made available (otherwise than through a breach of a confidentiality obligation). Bidders,

Key Contractors and their constituent members, agents and advisers, may be required to sign confidentiality Contracts/undertakings (in such form as PRASA may require from time to time).

All Confidential Information Provided (including all copies thereof) remains the property of PRASA and must be delivered to PRASA on demand. Further, by receiving this RFP each Bidder and each of its members agree to maintain its submission in Bid to this RFP confidential from third parties other than PRASA and its officials, officers and advisers who are required to review the same for the purpose of procurement of the RFP.

Any recipient residing outside the Republic of South Africa is urged to familiarise themselves with and to observe any regulatory requirements relevant to the proposed transaction (whether these derive from a regulatory authority within or outside the Republic of South Africa).

Any requirement set out in this RFP regarding the content of a response to the RFP is stipulated for the sole benefit of PRASA, and serves as expressly stated to the contrary, may be waived at its discretion at any stage in the procurement process.

PRASA is not committed to any course of action as a result of its issuance of this RFP and/or its receipt of a Proposal in response to it. Please note that PRASA reserves the right to:

- Modify the RFP's goods / service(s) / works and request Bidders to re-bid on any changes;
- Withdraw, amend the RFP at any time without prior notice and liability to compensate or reimburse any bidder;
- Reject any Proposal which does not conform to instructions and specifications which are detailed herein;
- Disqualify Proposals submitted after the stated submission deadline;
- Call a bidder to provide additional documents which PRASA may require which have not been submitted to PRASA;
- Withdraw the RFP on good cause shown;
- Award a contract in connection with this Proposal at any time after the RFP's closing date;
- Make no award at all;
- Validate any information submitted by Bidders in response to this bid. This would include, but is not limited to, requesting the Bidders to provide supporting evidence. By submitting a bid, Bidders hereby irrevocably grant the necessary consent to PRASA to do so;
- Request annual financial statements prepared and signed off by a professional accountant or other documentation for the purposes of a due diligence exercise; and/or

- Not accept any changes or purported changes by the Bidder to the bid rates after the closing date and/or after the award of the business, unless the contract specifically provided for it.

To adopt any proposal made by any bidder at any time and to include such proposal in any procurement document which may or may not be made available to other bidders.

All costs and expenses incurred by Bidders in submitting responses to this RFP shall be borne by the Bidders and PRASA shall not be liable for any costs or expenses whatsoever or any claim for reimbursement of such costs or expenses.

Should a contract be awarded on the strength of information furnished by the Bidder, which after conclusion of the contract, is proved to have been incorrect, PRASA reserves the right to cancel the contract and/or place the Bidder on PRASA's list of Restricted Suppliers.

PRASA reserves the right to negotiate market-related price with the bidder scoring the highest points or cancel the bid; if the bidder does not agree to a market related price, negotiate a market related price with the bidder scoring the second highest points or cancel the bid; if the bidder scoring the second highest points does not agree to a market related price, negotiate a market related price with the bidder scoring the third highest points or cancel the bid. If the market related price is not agreed as envisaged in this paragraph, PRASA will cancel the bid.

PRASA reserves the right to negotiating the Best and Final Offer (BAFO) with selected Bidders where none of the Proposals meet RFP requirement, are affordable and demonstrate value for money and there is no clear preferred response to the RFP.

PRASA will not reimburse any Bidder for any preparatory costs or other work performed in connection with its Proposal, whether or not the Bidder is awarded a contract.

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LIST OF BID DOCUMENTS

INVITATION TO BID PART A	Form A
TERMS AND CONDITIONS FOR BIDDING PART B	Form B
TENDER FORM (PRICING SCHEDULE)	Form C
SITE INSPECTION CERTIFICATE / PRE-TENDER BRIEFING SESSION	Form D
STATEMENT OF WORK SUCCESSFULLY CARRIED OUT BY BIDDER	Form E
SECURITY SCREENING FORM	Form F
ACKNOWLEDGEMENT	Form G
SBD 4 BIDDER'S DISCLOSURE	
SBD 6.1 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022	

1 LIST OF ANNEXURES TO THE RFP

Draft Contract (with its sub-annexures to be attached)	Annexure 1
RFP CLARIFICATION FORM	Annexure 2
APPENDICES – LIST OF PRASA TENDER RETURNABLE FORMS	Annexure 3
PRICING SCHEDULE	Annexure 4

2 ACRONYMS

BBBEE	Broad Based-Black Economic Empowerment
CIDB	Construction Industries Development Board
DTiC	The Department of Trade and Industry and Competition
PPPFA	Preferential Procurement Policy Framework Act 5 of 2000 (as amended from time to time)
PFMA	Public Finance Management Act No.1 of 1999 (as amended from time to time)
PRASA	Passenger Rail Agency of South Africa
RFP	Request for Proposal
SANAS	South African National Accreditation System

3 INTERPRETATION

In this RFP, unless inconsistent with or otherwise indicated by the context –

- 3.1 headings have been inserted for convenience only and should not be taken into account in interpreting the RFP;
- 3.2 any reference to one gender shall include the other gender;
- 3.3 words in the singular shall include the plural and vice versa;
- 3.4 any reference to natural persons shall include legal persons and vice versa;
- 3.5 words defined in a specific clause have the same meaning in all other clauses of the RFP, unless the contrary is specifically indicated;
- 3.6 any reference to the RFP, schedule or appendix, shall be construed as including a reference to any RFP, schedule or appendix amending or substituting that RFP, schedule or appendix;
- 3.7 the schedules, appendices and Briefing Notes issued pursuant to this RFP, form an indivisible part of the RFP and together with further clarifying and amending information provided by PRASA, constitute the body of RFP documentation which must be complied with by Bidders;
- 3.8 in the event of any inconsistency between this RFP or other earlier information published with regard to the Project, the information in this RFP shall prevail; and
- 3.9 this RFP shall be governed by and applied in accordance with South African law.

4 DEFINITIONS

In this RFP and in any other project documents (as defined below) which so provides, the following words and expressions shall have the meaning assigned to them below and cognate expressions shall have a corresponding meaning, unless inconsistent with the context:

- 4.1 “Accounting Authority” means the Board of PRASA or a controlling body and that Board or controlling body is the accounting authority of PRASA or a person designated as an accounting authority under the PFMA;
- 4.2 “Contract” means the Contract to be entered between PRASA and the successful Bidder for the provision of the *services* procured in this RFP;
- 4.3 “Bid” means the Bid(s) to the RFP submitted by Bidder(s);
- 4.4 “Bidders Briefing Session” means the compulsory briefing session to be held at the offices of PRASA, in order to brief the Bidders about this tender;
- 4.5 “Black Enterprise” means an enterprise that is at least 51% beneficially owned by Black People and in which Black People have substantial Management Control. Such beneficial ownership may be held directly or through other Black Enterprises;
- 4.6 “Black Equity” means the voting equity held by Black People from time to time;
- 4.7 “Black People” has the same meaning as ascribed to the Broad-Based Black Economic Empowerment Act, 2003, as amended;
- 4.8 “Black Woman” means African, Coloured and Indian South Africa Female citizen;
- 4.9 “Briefing Note” means any correspondence to Bidders issued by the PRASA;
- 4.10 “Business Day” means any day except a Saturday, Sunday or public holiday in South Africa;
- 4.11 “Bidders” means individuals, organisations or consortia that have been submitted responses to the RFP in respect of the tender;
- 4.12 “Consortium” means any group of persons or firms jointly submitting a Bid as Bid to this RFP and “Consortia” means more than one Consortium;
- 4.13 “Contractor” the successful Bidders who has signed a Contract with PRASA in terms of this RFP.
- 4.14 “Closing Date” means the closing date for submission of bids/ Proposals by Bidders which is **12 December 2025**
- 4.15 “Project” means this project for the **APPOINTMENT OF SIX SERVICE PROVIDERS FOR WEED CONTROL, GRASS CUTTING, AND TREE FELLING ON AN “AS AND WHEN” REQUIRED BASIS FOR 36 MONTHS (3 YEARS)**
- 4.16 “RFP” means the Request for Proposal issued by PRASA for this tender; and
- 4.17 “Scope of Work” means the scope of work for this project as detailed out in the RFP technical specifications.

SECTION 1
NOTICE TO BIDDERS

1 INVITATION TO BID

You are hereby invited to submit a bid to meet the requirements of the Passenger Rail Agency of South Africa. Responses to this RFP [hereinafter referred to as a **Bid** or a **Proposal**] are requested from persons, companies, close corporations, or enterprises [hereinafter referred to as an **entity, Bidder**].

BID DESCRIPTION	REQUEST FOR PROPOSAL (RFP) – APPOINTMENT OF SIX SERVICE PROVIDERS FOR WEED CONTROL, GRASS CUTTING, AND TREE FELLING ON AN “AS AND WHEN” REQUIRED BASIS FOR 36 MONTHS (3 YEARS)
BID ADVERT	This RFP may be downloaded directly from National Treasury’s e-Tender Publication Portal at www.etenders.gov.za free of charge. With effect from 14 November 2025
ISSUE DATE	14 November 2025
COMPULSORY BRIEFING SESSION	VENUE Cnr. Leyds and Simmonds Street Braamfontein. Shosholoza Meyl Junction 6th floor boardroom.
CLOSING DATE	12 on December 2025 Bidders must ensure that bids are delivered timeously to the correct address. As a general rule, if a bid is late or delivered to the incorrect address, it will not be accepted for consideration.
VALIDITY PERIOD	90 Working Days from Closing Date Bidders are to note that they may be requested to extend the validity period of their bid, at the same terms and conditions, if the internal evaluation process has not been finalised within the validity period.
CLOSING DATE FOR QUESTIONS	02 December 2025
CLOSING DATE FOR RESPONSES	04 December 2025
CONTACT PERSON	MR. CRY MONENE

Any additional information or clarification will be emailed to all Bidders, if necessary.

2 FORMAL BRIEFING

A compulsory Pré-proposal RFP briefing will be conducted at Shosholoza Meyl Junction, 6th floor boardroom on the 28 November 2025, at 10:00 am. [Bidders to provide own transportation and accommodation]. The briefing session will start punctually, and information will not be repeated for the benefit of Bidders arriving late.

2.1 *A Certificate of Attendance in the form set out in Form D, hereto must be completed and submitted with your Proposal as proof of attendance is required for a compulsory site meeting and/or RFP briefing.* Bidders must also appear on the Compulsory Briefing session Register.

2.2 Bidders failing to attend the compulsory RFP briefing may be disqualified.

3 BRIEFING SESSION MINUTES AND NOTES

3.1 PRASA will issue briefing session minutes or notes together with the response to the clarification questions on the **(05 December 2025)**

3.2 Clarifications will be issued to all Bidders to this RFP utilizing the contact details provided at receipt of the responses to the RFP documentation, after submission to the authorised representative.

3.3 Bidders / Bidders are requested to promptly confirm receipt of any clarifications sent to them.

3.4 Bidders / Bidders must ensure responses to the clarifications are received on or before the deadline date stated.

4 PROPOSAL SUBMISSION OF RFP RESPONSE

Proposal Responses should be submitted to PRASA in a sealed envelope addressed as follows:

The Secretariat / Tender Office

RFP No:	58/10/2025/GAU-(PER)
Description of Bid	REQUEST FOR PROPOSAL (RFP) – APPOINTMENT OF SIX SERVICE PROVIDERS FOR WEED CONTROL, GRASS CUTTING, AND TREE FELLING ON AN “AS AND WHEN” REQUIRED BASIS FOR 36 MONTHS (3 YEARS)
Closing date and time:	12 December 2025
Closing address	PASSENGER RAIL AGENCY OF SOUTH AFRICA Ground Floor, Shosholoza Meyl Junction, Cnr Leyds and Simmonds Street, Braamfontein, 2001

5 DELIVERY INSTRUCTION FOR RFP

Delivery of Bid

The Bid envelopes should be deposited in the PRASA tender box which is located at the main entrance of the PRASA HOUSE and should be addressed as follows:

5.1 B-BBEE Joint Ventures or Consortiums

Bidders who would wish to respond to this RFP as a Joint Venture [JV] or consortium with B-BBEE entities, should state their intention to do so in their RFP submission. Such Bidders should also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party. If such a JV or consortium agreement is unavailable, the partners should submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by PRASA through this RFP process. This written confirmation should clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to PRASA.

6 COMMUNICATION

- 6.1 For specific queries relating to this RFP during the RFP process, bidders are required to adhere strictly to the communication structure requirements. An RFP Clarification Form should be submitted to **cry.monene@prasa.com** before **02 December 2025 on 16:00, substantially** in the form set out in **Annexure 2** hereto.
- 6.2 In the interest of fairness and transparency PRASA's response to such a query will be made available to the other Bidders who have attended a compulsory and a non-compulsory briefing session. For this purpose, PRASA will communicate with Bidders using the contact details provided at the compulsory and a non-compulsory briefing session.
- 6.3 After the closing date of the RFP, a Bidder may only communicate in writing with the Bid Secretariat, at telephone number **011-013-0110**, email **cry.monene@prasa.com** on any matter relating to its RFP Proposal.
- 6.4 Bidders are to note that changes to its submission will not be considered after the closing date.
- 6.5 Bidders are warned that a response will be liable for disqualification should any attempt be made by a Bidder either directly or indirectly to canvass any officer(s) or employee of PRASA in respect of this RFP between the closing date and the date of the award of the business. Furthermore,

Bidders found to be in collusion with one another will automatically be disqualified and restricted from doing business with PRASA in future.

- 6.6 Bidders are advised to utilize this email address (Complaints@prasa.com) for lodging of complaints to PRASA in relation to this bid process. The following minimum information about the bidder must be included in the complaint:
- 6.6.1 Bid/Tender Description;
 - 6.6.2 Bid/Tender Reference Number;
 - 6.6.3 Closing date of Bid/Tender;
 - 6.6.4 Supplier Name;
 - 6.6.5 Supplier Contact details; and
 - 6.6.6 The detailed complaint.
- 6.7 PRASA also encourages bidders to visit the PRASA website for whistleblowing contract details for alleged activities of suspected Fraud and or Corruption.

7 CONFIDENTIALITY

- 7.1 PRASA shall ensure all information related to this RFP is to be treated with strict confidence. In this regard Bidders / Bidders are required to certify that they have acquainted themselves with the Non-Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Services, which is either directly or indirectly related to PRASA's business, written approval to divulge such information should be obtained from PRASA.
- 7.2 Bidders must clearly indicate whether any information submitted or requested from PRASA is confidential or should be treated confidentially by PRASA. In the absence of any such clear indication in writing, PRASA shall deem the response to the RFP to have waived any right to confidentiality and treat such information as public in nature.
- 7.3 By participating in the bidding process and submitting documentation you consent that we may process the same for the purposes of the bid. We may disclose your information [including your personal information, that of your directors, agents, service providers, joint venture partners, and service providers, collectively referred as "related parties"] to our service providers, including data storage and processing providers. We may obtain your information including that of your related parties from our service providers and Government agencies, Industry Regulators such as the Construction Industry Development Board, the Central Supplier Database. In case of our service

providers, we will ensure that such third-party service providers will process your information and that of related parties for the purposes specified by us and such parties employ the appropriate security to protect that information.

7.4 We may disclose your information:

- as a result of our reporting obligations under the law, including to Parliament of the Republic of South Africa, to our external auditors, the Public Protector;
- where we are obliged by law [to the Government departments and entities such as Department of Trade and Industry/BEE Commission/ the CIDB, South African Revenue Services, Unemployment Insurance Fund, the industry Regulators, Industry Ombudsmen, etc.] or industry codes authorized by the various Regulator to do so;
- where we believe it is necessary to protect our rights
- on our website in connection with the supply chain management process
- to the payment processing service providers such as banks to assist with payment instructions;
- to law enforcement and Government Agencies for the purposes of fraud prevention;
- for security screening and checks to verify your personal information and that of related parties;
- to obtain tax clearance certificates;
- to our brokers/insurers;
- to service providers providing information and communication services.

7.5 Please refer to our Privacy Notice on our website.

8 INSTRUCTIONS FOR COMPLETING THE RFP

8.1 All responses to the RFP should be submitted in two sealed envelopes/boxes; the first envelop/box shall have the technical and compliance response, the second envelop/box shall only have the financial response and BBBEE response.

8.2 Bidders are required to package their response/Bid as follows:

Volume 1 (Envelop 1/Package 1)

- **Part A:** Mandatory Requirements Response
- **Part B:** Technical or Functional Response (response to scope of work)

Volume 2 (Envelop 2/ Package 2)

- **Part C:** Financial Proposal and Specific Goals

Volume 2 should be submitted in a separate sealed envelope. Bidders should make their pricing offer in envelop 2/package 2.

- 8.3 Bidders must submit 1 original response and may submit copies and an electronic version which must be contained in a Memory Card/External hard drive etc clearly marked in the Bidders name. PRASA reserves the right to consider information provided in all formats irrespective the format i.e original/copy/electronic.
- 8.4 Bidders should ensure that their response to the RFP is in accordance with the structure of this document.
- 8.5 Where Bidders are required to sign forms, they are required to do so using preferably black ink pen.
- 8.6 Any documents forming part of the original responses to RFP but which are not original in nature, should be certified as a true copy by a Commissioner of Oaths.
- 8.7 Each response to RFP must be in English and submitted in A4 format, except other graphic illustrations, which may not exceed A3 format, unless the contrary is specifically allowed for in this RFP. Responses to RFP should be neatly and functionally bound, preferably according to their different sections.
- 8.8 The original responses to RFP must be signed by a person duly authorized by each consortium member and Subcontractor to sign on their behalf, which authorization must form part of the responses to RFP as proof of authorization. By signing the responses to RFP the signatory warrants that all information supplied by it in its responses to RFP is true and correct and that the responses to RFP and each party whom the responses to RFP signatory represents, considers themselves subject to and bound by the terms and conditions of this RFP.
- 8.9 The responses to RFP formulation should be clear and concise and follow a clear methodology which responses to RFP should explain upfront in a concise Executive Summary and follow throughout the responses to RFP.
- 8.10 Responses to RFP must provide sufficient information and detail in order to enable PRASA to evaluate the responses to RFP, but should not provide unnecessary detail which does not add value and detracts from the ability of PRASA to effectively evaluate and understand the responses to RFP. The use of numbered headings, bullet points, sections, appendices and schedules are encouraged.
- 8.11 Information submitted as part of a responses to RFP should as far as possible, be orderly according to the order of the required information requested by PRASA. All pages should be consecutively numbered.
- 8.12 Responses to RFP should ensure that each requirement contained in the RFP is succinctly addressed. Responses to RFP should as far as possible use the terms and definitions

applied in this RFP and should clearly indicate its interpretation of any differing terminology applied.

- 8.13 Response to RFP documents are to be submitted to the address specified in **this RFP**, and Bidders should ensure that the original and copies (where applicable) are identical in all respects as PRASA will not accept any liability for having disqualified a bidder for failing to provide a mandatory returnable document.
- 8.14 Unless otherwise expressly stated, all Proposals furnished pursuant to this RFP shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated.
- 8.15 Any additional conditions must be embodied in an accompanying letter. Subject only to clause 16 [Alterations made by the Bidder to Bid Prices] of the General Bid Conditions, alterations, additions or deletions must not be made by the Bidder to the actual RFP documents.
- 8.16 Bidders are required to review the Contract. Bidders may further amend and/ or delete any part of the Draft Contract where they deem fit to do so. Where Bidders have amended and or deleted any part of the Contract, it must be clearly visible by using track changes and must ensure that the disc copy of their bid submission for the Draft Contract is in word version and not password protected. **It must be noted that the marked-up Contract will form part of contract negotiations processes with the preferred bidder.**

9 RFP TIMETABLE

PRASA may at its sole discretion amend any of the milestone dates indicated in the table below. Bidders will be informed of any amendments to the timeline through the issue of the Addendum/ Briefing Notes.

RFP PROCESS	MILESTONE DATES
Bid issue date	14 November 2025
Compulsory Briefing Session Venue	Cnr. Leyds and Simmonds Street Braamfontein. Shosholozza Meyl Junction 6th floor boardroom.
Closing date for Questions	02 December 2025
Closing date for Responses	04 December 2025
Closing Date for Submission of final Bid	12 December 2025 @12:00 Midday

Evaluation of Proposals (Bidders note that PRASA may call for Presentation of bidders offers at any stage of the evaluation process)	TBA
Appointment of the successful Bidder	TBA
Contract Negotiations	TBA
Signing of Contract	TBA
Contract Commencement	TBA

10 LEGAL COMPLIANCE

- 10.1 Bidders should ensure that they comply with all the requirements of the RFP and if Bidders fail to submit any of the required documents, such Bids may, at the sole discretion of PRASA, be disqualified. PRASA reserves the right to call a Bidder to provide additional documents which may have not been submitted.
- 10.2 The successful Bidder [hereinafter referred to as the **Service Provider**] shall be in full and complete compliance with any and all applicable laws and regulations.

11 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Bidders are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. Only foreign suppliers with no local registered entity need not register on the CSD. The CSD can be accessed at <https://secure.csd.gov.za>. Bidders are required to provide the following to PRASA in order to enable it to verify information on the CSD:

Supplier Number: _____ **Unique registration reference number:** _____.

12 TAX COMPLIANCE

- 12.1 Bidders must be compliant when submitting a proposal to PRASA and remain compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) as amended and Value Added Tax Act, 1991 (Act No. 89 of 1991) as amended.
- 12.2 It is a condition of this RFP that the tax matters of the successful bidder be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.
- 12.3 The Tax Compliance status requirements are also applicable to foreign Bidders/ individuals who wish to submit bids.

- 12.4 Bidders are required to be registered on the Central Supplier Database (CSD) as indicated in paragraph 12 and the National Treasury shall verify the Bidder's tax compliance status through the Central Supplier Database (CSD).
- 12.5 Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database (CSD) and their tax compliance status will be verified through the Central Supplier Database (CSD).

For this purpose, the attached SBD 1 marked Annexure 1 must be completed and submitted as an essential returnable document by the closing date and time of the bid.

New Tax Compliance Status (TCS) System

- 12.6 SARS has implemented a new Tax Compliance Status (TCS) system in terms of which a taxpayer is now able to authorise any 3rd party to verify its compliance status in one of two ways: either through the use of an electronic access PIN, or through the use of a Tax Clearance Certificate obtained from the new TCS system.
- 12.7 Bidders are required to provide the following to PRASA in order to enable it to verify their tax compliance status:

Tax Compliance Status (TCS) Pin: _____.

13 PROTECTION OF PERSONAL DATA

In responding to this bid, PRASA acknowledges that it may obtain and have access to personal data of the Bidders or any of its/his/her/their officers, employees, agents or advisers. PRASA agrees that it shall only process the information disclosed by Bidders in their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law. Furthermore, PRASA will not otherwise modify, amend or alter any personal data submitted by Bidders or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Bidders. Similarly, PRASA requires Bidders to process any personal information disclosed by PRASA in the bidding process in the same manner.

SECTION 2

BACKGROUND OVERVIEW AND SCOPE REQUIREMENTS

1. OVERVIEW

1.1. STATUS QUO

PRASA requires the initial eradication of all declared weeds and invader plants as listed in Categories 1, 2, and 3 of the Conservation of Agricultural resources Act, Act 43 of 1983 (CARA) for a 36-month period, to the extent that the areas treated in terms of the contract are free of any declared weeds and invader plants. PRASA RAIL Gauteng Region (Permanent way) has identified the need to control vegetation including noxious weeds by means of chemical herbicides, cutting of vegetation and have selected trees felled where it will have an impact on maintaining a safe and reliable train service within the railway servitude in the Gauteng Region.

1.2. PROBLEM STATEMENT

Unmanaged vegetation impact on the rendering of a safe and reliable train service and damage infrastructure. To conform to Government legislation section 4 of the Conservation of Agricultural Resources Act, 1983 (Act 43 of 1983). Vegetation along the railway tracks, cable runs, yards, substations, stores, and relay-rooms must be controlled as this vegetation poses a fire hazard to infrastructure and safety to personal and train operations.

1.2.1 TREES CAN POSE THE FOLLOWING HAZARDS:

- 2.2.1.1 Large trees can be uprooted in storms, or the stems can burn through in veld fires causing the tree to fall onto the railway lines damaging the OHTE and disrupting train service.
- 2.2.1.2 The rapid growth of new saplings can encroach in the safe clearance and obstruct signal visibility.
- 2.2.1.3 Dense tree groves pose a fire hazard, conceals criminal activity and poses a hindrance to maintenance activities.

1.2.2 VELD GRASS CAN POSE THE FOLLOWING HAZARDS:

- 1.2.2.1 Grass poses a fire hazard to signal cables, and rail infrastructure and contributes to a disruption in train service.
- 1.2.2.2 Dense veld creates a springboard for criminal activity, and facilitates cable theft, loss and damage to infrastructure.
- 1.2.2.3 Unmanaged areas contravene local Municipal bylaws pertaining to the cutting of vegetation and poses a hazard to adjacent property.
- 1.2.2.4 The Town Councils are demanding more frequent cutting cycles to maintain aesthetics within the urban environment.
- 1.2.2.5 Dense vegetation impacts on rapid maintenance activities.

1.2.3 CHEMICAL WEED CONTROL

1.2.3.1 Vegetation along the tracks, cable routes, Yards, substations and relay-rooms must be controlled as this vegetation poses a fire hazard to infrastructure and safety to personal and train operations.

PICTORIALS



Figure 1: Trees falling on OHE



Figure 2: Trees encroaching on railway lines



Figure 3 Vegetation poses fire hazard



Figure 4: Vegetation poses fire hazard



Figure 5: Overgrown vegetation on railway tracks.

2. DESIRED OUTCOMES FOR CARRYING OUT THE PROPOSED PROJECT

2.1. OBJECTIVES FOR THE PROVISION OF SERVICE

- 2.1.1 PRASA intends through the provision of this service to achieve highest quality standard of environmental cleanliness of the station service lines.
- 2.1.2 The project aims to restore the Perway infrastructure to enable the rail reserve to be a weed free environment, free of weeds that can damage the ballast formation and causes mud holes and drainage problems on the track
- 2.1.3 To ensure that the cleaning processes and methods complies with, environmental standards and safety standards.
- 2.1.4 PRASA has a legal and statutory obligation to maintain its operating environment in a safe, environmentally sound and responsible manner. Beyond PRASA's legal obligation, it is the commitment of PRASA to be a public transport mode of choice hence PRASA is talking about "a business service of the future" in its modernisation state.

2.2 PRASA SEEKS TO BENEFIT FROM THIS PARTNERSHIP IN THE FOLLOWING WAYS:

- 2.2.1 Minimal or no train delays caused by trees and veld fires damaging infrastructure, as well as conforming to the legal CARA act 43 of 1983
- 2.2.2 PRASA must receive reduced cost of acquisition and improved service benefits resulting from the Service Provider's economies of scale and streamlined service processes.
- 2.2.3 PRASA must achieve appropriate availability that meets user needs while reducing costs for both PRASA and the chosen Service Provider(s).
- 2.2.4 PRASA must receive proactive improvements from the Service Provider with respect to provision of Services and related processes.
- 2.2.5 PRASA's overall competitive advantage must be strengthened by the chosen Service Provider's leading-edge technology and service delivery systems.
- 2.2.6 PRASA end users must be able to rely on the chosen Service Provider's personnel for service enquiries, recommendations and substitutions.
- 2.2.7 PRASA must reduce costs by streamlining its acquisition of Services, including managed service processes on a Group basis.

3 KEY OBJECTIVES OF THE RFP

3.1. This RFP has been prepared for the following purposes:

- 3.1.1. To set out the rules of participation in the Bid process referred to in this RFP.
- 3.1.2. To disseminate information on the Project contemplated in this RFP.
- 3.1.3. To give guidance to Bidders on the preparation of their RFP Bids.
- 3.1.4. To gather information from Bidders that is verifiable and can be evaluated for the purposes of appointing a successful Bidder.
- 3.1.5. To enable PRASA to select a successful Bidder(s) that are:
 - a) technically qualified and meet the empowerment criteria described in this RFP.
 - b) Carry all the obligations of the Contract.

4. SCOPE OF WORKS AND AREAS OF FOCUS

4.1 SCOPE OF THE DESIRED SOLUTION

PRASA Seeks to appoint six (6) services providers for Gauteng Metrorail

PRASA RAIL intends to control vegetation along the rail reserve, tracks, cable routes, yards, substations, and relay-rooms within the following lines:

- 1) Germiston to Pretoria and Kaalfontein to Leralla, (including all stations that fall within these service lines,
- 2) Hercules to Bosman, Bosman to Saulsville, Hercules to Pienaarspoort via Capital Park, and Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules Stations), (including all stations that fall within these service lines,
- 3) Langlaagte to Germiston, Germiston to Springs, Germiston to Kwesine, and Dunswart to Daveyton (Excluding Germiston Station), (including all stations that fall within these service lines,
- 4) Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi, (Excluding Langlaagte Station), (including all stations that fall within these service lines,
- 5) Mabopane to Wintersnest, Wintersnest to De Wildt, Wintersnest to Hercules and Hercules to Belle Ombre, (including all stations that fall within these service lines,
- 6) New Canada to Houtheuwel, And New Canada to George Goch via Booyens (Excluding New Canada Station), (including all stations that fall within these service lines,

4.2 DETAILS ON THE PREFERRED SOLUTION

The scope of work required is for the service provider to provide horticultural services. The contract will be valid for a period of three (3) years, the contracted service provider will fulfil the contract on an “as and when” required basis in line with the demand and Perway operational requirements, respectively.

4.3 AREA TARGETED BY THIS PROJECT

The place of work shall be in the following lines:

- 1) Germiston to Pretoria and Kaalfontein to Leralla, (including all stations that fall within these service lines,
- 2) Hercules to Bosman, Bosman to Saulsville, Hercules to Pienaarspoort via Capital Park, and Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules Stations), (including all stations that fall within these service lines,
- 3) Langlaagte to Germiston, Germiston to Springs, Germiston to Kwesine, and Dunswart to Daveyton (Excluding Germiston Station), (including all stations that fall within these service lines,
- 4) Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi,

(Excluding Langlaagte Station), (including all stations that fall within these service lines,

- 5) Mabopane to Wintersnest, Wintersnest to De Wildt, Wintersnest to Hercules and Hercules to Belle Ombre, (including all stations that fall within these service lines,
- 6) New Canada to Houtheuwel, And New Canada to George Goch via Booyens (Excluding New Canada Station), (including all stations that fall within these service lines,

4.4 EXTENT AND COVERAGE OF THE PROPOSED PROJECT

The project will be on an “as and when required” and covers, along railway lines, yards, sub-stations, relay rooms, stores, and cable runs.

4.5 OTHER RELATED PROJECTS

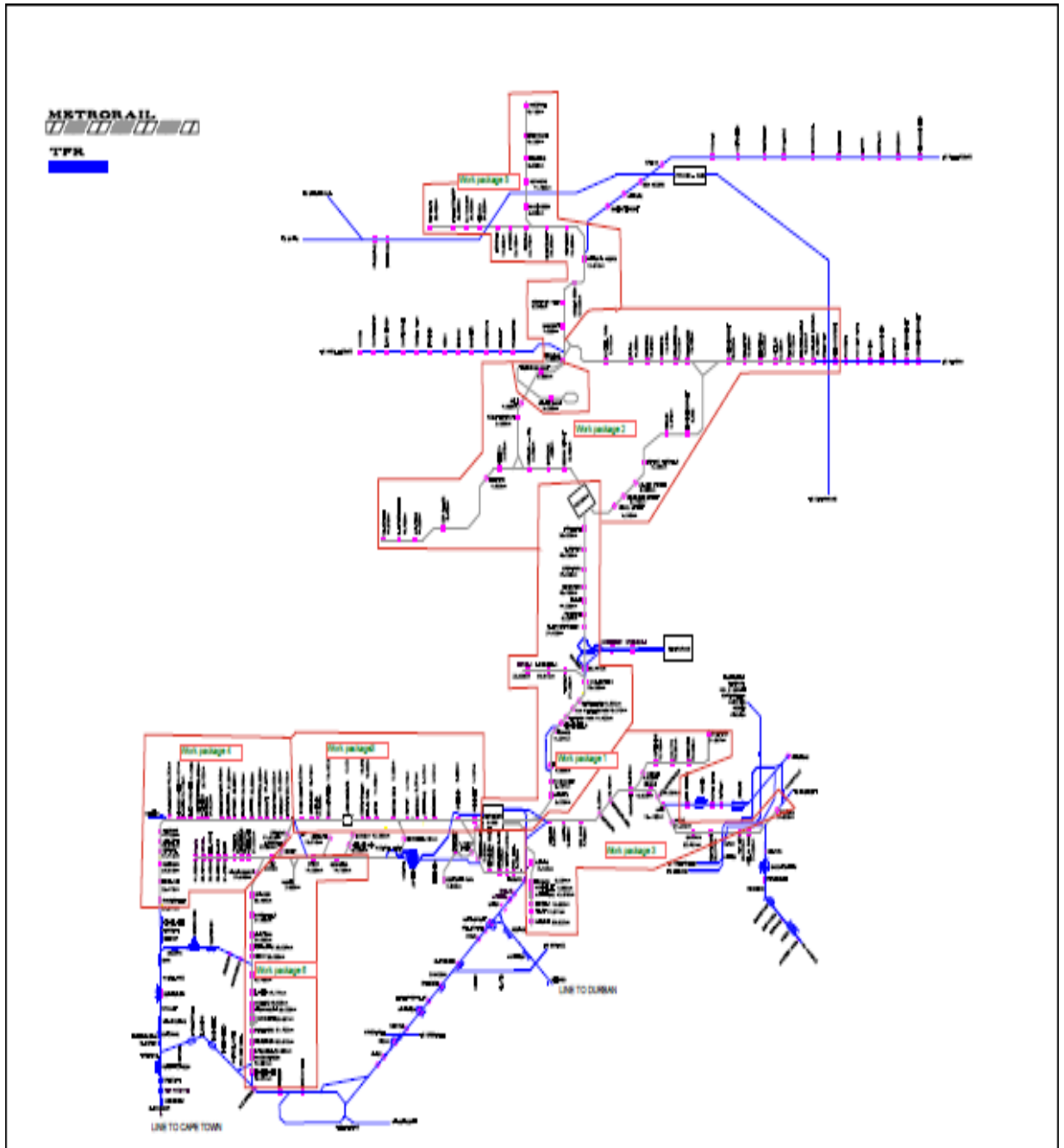
- 4.5.1 Cleaning of the railway reserve.
- 4.5.2 Perway drainage upgrade programme

5. SPECIFICATION OF WORK, PRODUCTS OR SERVICES REQUIRED

5.1 VEGETATION CONTROL AND TREE FELLING

- 5.1.1 This specification covers the chemical weed control, grass cutting and tree felling in the following service lines:

- 1) Germiston to Pretoria and Kaalfontein to Leralla, (including all stations that fall within these service lines,
- 2) Hercules to Bosman, Bosman to Saulsville, Hercules to Pienaarspoort via Capital Park, and Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules Stations), (including all stations that fall within these service lines,
- 3) Langlaagte to Germiston, Germiston to Springs, Germiston to Kwesine, and Dunswart to Daveyton (Excluding Germiston Station),(including all stations that fall within these service lines,
- 4) Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi, (Excluding Langlaagte Station), (including all stations that fall within these service lines,
- 5) Mabopane to Wintersnest, Wintersnest to De Wildt, Wintersnest to Hercules and Hercules to Belle Ombre, (including all stations that fall within these service lines,
- 6) New Canada to Houtheuwel, And New Canada to George Goch via Booyens (Excluding New Canada Station), (including all stations that fall within these service lines,



(Above) Service Line Diagram of all Work Package

5.2 SPECIFICATION OF PROPOSED WORK PROCESSES

- 5.2.1 PRASA requires the application of herbicides, cutting of all Grass and Trees and invader trees as listed in Categories 1, 2, and 3 of the Conservation of Agricultural resources Act 43 of 1983 (CARA).
- 5.2.2 The contract shall have a proven record of wide experience in chemical eradication and the use of herbicides in Southern Africa and have the proper understanding of safe tree felling and grass cutting.
- 5.2.3 The Contractor's procedures for the procurement, storage, handling, transportation, application, and general use of chemicals shall comply with all applicable legislation, Codes of Practice and Local, Regional or Provincial Authorities, including but not restricted to:
- 5.2.3.1 The Fertilisers, Farm Feeds, Agricultural Remedies and Stock Remedies Act (Act 36 of 1947) as amended.
- 5.2.3.2 The Hazardous Substance Act (Act 15 of 1973).
- 5.2.3.3 The Water Act (Act 54 of 1956) and the Water Amendment Act (Act 96 of 1984) (where applicable).
- 5.2.3.4 The Environmental Conservation Act (Act 73 of 1989).
- 5.2.3.5 SABS Code of Practice No. 0206 - 1985 "Safety procedures for the disposal of surplus pesticide and associated toxic waste".
- 5.2.3.6 National Environmental Management, Act No. 107 of 1998
- 5.2.4 The Contractor's authorised representative shall be a registered Pest Control Operator, specialising in the field of industrial weed control only and registered in terms of the Farm Feeds Agricultural and Stock Remedies Act, Act 36 of 1947 as amended. A registered Pest Control Officer shall be in direct control of work taking place on site.
- 5.2.5 Proof of registration as a Pest Control Officer (PCO) in the field of (Industrial Weed Control) shall be submitted with the tender document.

NB!!!Only valid PCO certificates in industrial weed control will be accepted and if expired a letter from the Department of Agriculture must be submitted to show the certificate is in the process of been issued.

5.3 HERBICIDES AND OTHER CHEMICALS

- 5.3.1 The Contractor shall provide safe and secure storage facilities for all herbicides or chemicals brought onto, and in use on site.
- 5.3.2 Such facilities shall be capable of ensuring that unauthorised persons or animals cannot gain access to such chemicals.
- 5.3.3 A list of registered Herbicides to be used in Industrial weed control only, supported by specimen labels.
- 5.3.4 A full list of declared weeds and invader plants as listed in Categories 1, 2, and 3 of the Conservation of Agricultural resources Act, Act 43 of 1983 (CARA) is available on the department website.
- 5.3.5 A list of herbicides to be used must be completed in full.

Trees and hard woods (Triclopyr) (Pyridyloxy Compound).

Picloram (pyridine carboxylic acid)

Trade name (Label name) _____

Generic name _____

Registration number _____

Ingredient (type and content) as shown on the label _____

Application rates, _____

Application rates, and fields of use. _____

Weeds, Grass and Shrubs Foliage Application (Glyfosate not less than 360g/l active)

Trade name (Label name) _____

Registration number _____

Ingredient (type and content) as shown on the label _____

Application rates, and fields of use. _____

Weeds, Grass and Shrubs (Pre emerging ground sterilant) in Combinations of Bromacil-Tebuthiuron-Simazine-Terbuthxlazine-Duiron-Imazapyr as per product label

Trade name (Label name) _____

Generic name _____

Registration number _____

Ingredient (type and content) as shown on the label _____

Application rates, and fields of use. _____

5.3.5 A description of the methods to be used for tree felling must be provided.

This must include the following:

5.3.6.1 The description and rate of application of chemicals.

5.3.6.2 Precautions to be taken to prevent damage of adjacent structures.

5.3.6.3 The type and method of use of the proposed equipment and any other relevant information.

5.3.6.4 The description and rates of application submitted shall serve as the minimum basis for estimating performance and vegetation control by the Contractor.

5.3.6.5 The herbicides specified shall be used as the basis for evaluating the efficacy of the Contractor's proposed method of work.

5.3.6.6 The work programme. This will be used for evaluation purposes and monitoring of work.

5.3.6.7 A certified copy (Not older than 3 months) of a valid PCO certificate issued by the Department of Agriculture to certify that the tenderer or his/her representative is a pest control operator in industrial weed, in terms of Act 36 of 1947, as stipulated under clause must be submitted.

5.4 DEFINITIONS

5.4.1 **CARA Legislation:** It pertains to The Conservation of Agricultural resources Act, Act 43 of 1983.

5.4.2 **Declared weeds:** Is all species as listed in category 1 of the CARA Legislation, refer to The Conservation of Agricultural resources Act, Act 43 of 1983.

5.4.3 **Invader plants:** Is all species as listed in category 2, and 3 of the CARA Legislation, refer to The Conservation of Agricultural resources Act, Act 43 of 1983.

5.4.4 **Spraying:** means the even and uniform application of chemical herbicides at the rate specified and applies to liquid, granular or any other formulation.

5.4.5 **Technical Officer:** Is PRASA Project Manager.

5.4.6 **Area for invader plants only:** Is a subdivision of any area on which the Contractor shall control trees and grass, it shall be measured in "worklots", a worklot is an area measuring 7500m².

5.4.7 **Provisional area** for invader plants only comprises the removal of cut vegetation from site.

5.4.8 **Remove:** comprises moving the entire felled tree from the site and dumping it at a registered municipal dump or other specified area.

5.4.9 **Move:** comprises moving the felled trees to an area determined by the Project Manger where this material will not pose a hindrance, obstruct drainage systems, or present a fire hazard.

- 5.4.10 **Control:** Is achieved when all existing or potential growth of vegetation is permanently impaired or destroyed by the application and effects of chemical herbicides, to the extent that: The constituent parts of all plants occurring within the area of treatment (area in m²) cease to exist as living organisms or entities; and the development of new growth of plants from dormant seeds is effectively counteracted or suppressed, for at least the growing season of the year in question; and
There are no dead or dry remains of any vegetation within the treated area (area in m²) which may constitute a hazard, danger, or hindrance to PRASA personnel, equipment trucks or operations.
Control constitutes a process or situation where the destruction of vegetation on treated areas occurs on an on-going basis and not only at the time of measurement and payment inspections.
- 5.4.11 **An area** (measured in m²): is a subdivision of any area on which the contractor shall control vegetation.
- 5.4.12 **In yards**, depots/areas where control is required area may be irregular in shape.
For inspection and payment purposes, area shall be physically measured where necessary. In such instances the Project Manager or shall decide in advance and advise the Contractor accordingly, of the method of measurement to be adopted in any area.
- 5.4.13 **In yards**, depots/areas area will normally be measured parallel to the main direction of the track work present, or parallel to the main axis of any other area. Area will not be measured individually in different directions but will form part of a pattern of continuous and parallel area covering, in the most effective manner possible, the surface of any area.
- 5.4.14 **An area for cable routes:** will normally be areas of 1.5m wide on both (left and right) sides and parallel to the cable route and 500m long.
- 5.4.15 **An area for the eradication of declared weed and invader plants:** will be an area measuring 7500m² referred to as a worklot
- 5.4.16 **Formation:** is the finished earthworks surface upon which the track is laid.
- 5.4.17 **Ballast:** means that part normally consisting of crushed stone, gravel, ash or muck, (the material placed on the formation to support the track Superstructure).
- 5.4.18 **Yards:** are those areas of shunting yards comprising mainly shunting or staging tracks, paths, roadways, platforms, and land adjacent to the above and situated within the station emplacement. Yards and loops start at the clearance mark of the facing points.
- 5.4.19 **Depot's areas:** are those sites where assets such as stores and workshops are located, areas of stacking space, hard standing, buildings, access roads, railway tracks and dumping areas within the railway reserve.

NB: This may also include Radio masts, signal equipment, relay stations and electrical sub-stations and other specified areas outside the railway reserves.

- 5.4.20 **Declared weeds** means noxious plants proclaimed under the Conservation of Agricultural Resources Act, Act No. 43 of 1983 (C.A.R.A.), as listed in Government Gazette No. 9238 or amendments thereto.
- 5.4.21 **PCO CERTIFICATE:** Is a pest control operators certificate issued by the Department of Agriculture
- 5.4.22 **Landowner / Property owner:** means the owner of the property next to the railway servitude on which the problematic vegetation is located, it may be private or public land.

5.5 METHOD OF WORK

- 5.5.1 The scope of work requires a combination of tree felling and cut-stump treatment with herbicides, felling tall herbaceous growth (i.e., grasses, reeds and succulents) with brush cutters, and foliar application of herbicides to low growing weeds, grasses and herbaceous growth.
- 5.5.2 The Contractor's methods and program shall provide rapid and effective control in all areas.
- 5.5.3 Priority areas for rapid and effective control include building surrounds, staked cable routes, level crossings, shunting yards, and approaches to stations.

5.6 STANDARDS OF WORKMANSHIP

5.6.1 STANDARD OF VEGETATION CONTROL FOR INDIVIDUAL WORK

- 5.6.1.1 Rivers, watercourses and other water bodies shall be kept clear of felled trees, vegetation cuttings and debris. The integrity of riverbanks shall be maintained by only trimming parts of trees directly affecting the safe operation of the trains and power line.
- 5.6.1.2 It shall be ascertained from the property owners concerned whether they wish to retain the cut vegetation. If not, it shall be removed or disposed of in an appropriate manner to the satisfaction of the owner. **Burning shall not be permitted under any circumstance.**
- 5.6.1.3 Tall growth comprising trees, weeds and CARA shall be carefully and safely felled, branches and stems must be cut up into one meter pieces, which must be spread out and left on site unless otherwise stated, the remaining stump shall be cut off to a maximum height of 30 cm above ground level and left in situ, all branches and stems shall be moved away from drainage systems where present.

- 5.6.1.4 The remaining stumps shall be treated immediately after being cut with a registered herbicide, as stated at the manufacturers recommended dosage, to prevent re-growth.
- 5.6.1.5 The contractor shall apply extreme care when working near live high voltage power lines, railway tracks, and bordering private property.
- 5.6.1.6 The Contractor shall implement safe working practices and precautions to safeguard his/her personnel and prevent damage to infrastructure.
- 5.6.1.7 The Contractor shall follow and abide by the prescriptions as specified in the E7/2 (Specifications for works on, over, under, or adjacent to railway lines and near high voltage equipment, where applicable.)
- 5.6.1.8 In the case of the foliar application of herbicides, the herbicide shall be carefully applied to the target species to prevent damage to desirable vegetation, at the manufacturers recommended dosage and means of application.
- 5.6.1.9 The Contractor shall have a responsible representative with a valid PCO certificate at the site, who shall be present while the works is in progress and ensure that safe working practices are implemented.

5.6.2 OVERALL CONTROL

- 5.6.2.1 The overall standard of control to be achieved by the Contractor over the contract area, is defined as "Overall Control" and expressed as a percentage, will be 90% for the entire contract area.

5.7 PERFORMANCE MONITORING AND EVALUATION

- 5.7.1 The Contractor shall always be responsible for supervision of the work and for follow-up.
- 5.7.2 The Project Manager shall at any time during the cutting periods carry out inspections of the Contractor's performance methods and procedures.
- 5.7.3 The Project Manager may at any time take samples of the chemicals applied and arrange for the testing thereof.
- 5.7.4 Where test samples fail to conform to the specifications the costs of testing will be recovered from the Contractor, and he/she will be ordered by the Project Manager to re-treat entire area or sections where such chemicals were applied.

5.8 INSPECTIONS: GRASS CUTTING TREE FELLING

- 5.8.1 Tree felling will be based on the Schedule of prices where the Contractor successfully applied the vegetation control measures and has achieved the standard of workmanship defined.
- 5.8.2 Cutting of vegetation will be based on the Contractor's rate per m² as stated in the Schedule of quantities and prices.
- 5.8.3 Photographs of before and after the work commence with actual references of same area and date stamp on Photos must be submitted as proof with every invoice submitted.

5.9 REMEDIAL WORK

- 5.9.1 The Contractor shall carry out immediate remedial work to all area where control has not been achieved.
- 5.9.2 Such remedial work shall include foliar application and the felling and application of tree killers to stumps where re-growth has occurred as well as the removal or moving of dry or dead growth forming a nuisance or hazard to PRASA rail Operations, from the treated area.
- 5.9.3 Failure on the part of the contractor to take immediate remedial action will result in the application of penalties as specified in the contract.
- 5.9.4 In the case of inaction or non-conformance by the Contractor, PRASA rail reserves the right to implement remedial action and recover the cost from the contractor.
- 5.9.5 The felling of re-growth will not be allowed on its own as a remedial action and a tree killer shall be re-applied.

5.10 DAMAGE TO FAUNA AND FLORA

- 5.10.1 The Contractor shall always ensure that his/her employees exercise care and consideration for the fauna and flora within and adjacent to the area to be sprayed.
- 5.10.2 The Contractor shall take the presence of drainage works within the work area into account and shall ensure that no waterborne movement of herbicides is possible.
- 5.10.3 The Contractor shall not apply any chemical of an explosive, inflammable, highly volatile or corrosive nature, which may damage crops, vegetation or property or be hazardous to humans or animals.
- 5.10.3.1 The Contractor shall assume full responsibility for the effectiveness and safety of whatever chemicals are used.

- 5.10.3.2 Measures to prevent soil erosion shall be always implemented. Road construction may only be undertaken following agreement of authorities.
- 5.10.4 Illegal dumping or pollution of any kind will not be permitted.
- 5.10.5 The stipulation is also applicable to the washing out of tanks and equipment containing harmful chemicals and pollutants.
- 5.10.6 The Contractor shall institute and maintain procedures for the safe disposal of all chemicals and residual materials originating from the execution of the works.
- 5.10.7 Containers and residual material shall not be disposed of, on PRASA property.
- 5.10.8 The Contractor shall take note of environmentally sensitive areas and shall plan and execute his/her work with the utmost care and responsibility.
- 5.10.8.1 Deep valleys and environmentally sensitive areas that restrict vehicle access, or legally protected areas, shall be cleared of vegetation provided that the vegetation poses a threat to the PRASA asset protection policy, the safe operation of trains and the reliability of the 3KV OHTE powerline supply.
- 5.10.8.2 Aesthetic consideration shall be considered, especially where PRASA railway lines cross major roads and rivers, or enter dense vegetation, or woodlands.
- 5.10.8.3 Trees, shrubs, grass, natural features and topsoil, which are not removed during the vegetation control operations, shall be protected from damage. Disturbance of the surface of the earth shall only be allowed for access purposes.

5.11 GRASS CUTTING AND TREE FELLING

- 5.11.1 For tree felling, payment will be based on the Schedule of prices where the Contractor successfully applied the vegetation control measures and has achieved the standard of workmanship defined.
- 5.11.2 No payment will be made where control does not meet the standards of control specified.
- 5.11.3 For cutting of vegetation payment will be based on the Contractor's rate per m² as stated in the Schedule of quantities and prices
- 5.11.4 No payment will be made for rejected areas where control achieved does not meet the standards specified.
- 5.11.5 Payment of rejected areas will be withheld until prescribed standards of workmanship have been achieved.
- 5.11.6 Photographs of before and after work commence with actual references for the same area and date stamps on Photos must be submitted as proof with every invoice submitted.

5.12 WORK SUPERVISION AND PROTECTION ON SITE

- 5.12.1 The Contractor shall provide a Pest Control Operator (registered in terms of the Farm Feeds Agricultural and Stock Remedies Act, Act 36 of 1947 as amended) to supervise vegetation control works.
- 5.12.2 The Contractor shall also provide his/her own qualified flagmen for the protection of the work site (at least 3 flagmen per site) - with valid flagmen certificate's (as required by PRASA Rail)
- 5.12.3 Flagmen must be officially trained, evaluated, and certified competent, (TETA -ASSR 463972 (Accreditation no: TETA 1186) and Transnet 407 – Item Number 37/270451 - "Certificate of Competency") by a designated competent person, before being used on protection duties. This certificate of competency shall remain valid for two (2) years only after, which re-testing and re-certification of competency will be required.
- It is the responsibility of the contractor to provide security on site for equipment, material, and personnel for the duration of the contract.

5.13. RECTIFICATION OF SUB-STANDARD WORK

- 5.13.1. The contractor shall rectify all sub-standard work within five (5) days on his/her own cost.
- 5.13.2. The Project Manager will inspect all work done and payment will only be made for work that conforms with to the work specification.
- 5.13.3. Sub-standard work will not be paid.

5.14. PLANT, TOOLS, AND EQUIPMENT

- 5.14.1. The Contractor shall supply all plant, tools and equipment required for and during the execution of the work.
- 5.14.2. All tools are to be in good working condition according to Act 85 of 1993.
- 5.14.3. The correct equipment shall be used e.g., brush cutters, chainsaws, knapsack sprayers.
- 5.14.4. The quality of all tools and equipment to be used shall be specifically pre-approved by PRASA Rail
- 5.14.5. The Contractor shall supply, maintain and operate all labour, equipment and materials associated with the work.

5.15. GENERAL

- 5.15.1. Should any damages been caused to any assets of PRASA Rail by the contractor during the execution of his/her duties, it will be recovered from the contractor's account.
- 5.15.2. These quantities must be recorded and signed by both parties in the triplicate site book provided by the contractor.
- 5.15.3. The original must be handed to the Project Manager; one copy will be for the contractors' records and the third to stay in the site book.

5.16. CONTRACT AREA

- 5.16.1. The contract area will be within the lines.
- 1) Germiston to Pretoria and Kaalfontein to Leralla, (including all stations that fall within these service lines,
 - 2) Hercules to Bosman, Bosman to Saulsville, Hercules to Pienaarspoort via Capital Park, and Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules Stations), (including all stations that fall within these service lines,
 - 3) Langlaagte to Germiston, Germiston to Springs, Germiston to Kwesine, and Dunswart to Daveyton (Excluding Germiston Station), (including all stations that fall within these service lines,
 - 4) Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi, (Excluding Langlaagte Station), (including all stations that fall within these service lines,
 - 5) Mabopane to Wintersnest, Wintersnest to De Wildt, Wintersnest to Hercules and Hercules to Belle Ombre, (including all stations that fall within these service lines,
 - 6) New Canada to Houtheuwel, And New Canada to George Goch via Booyens (Excluding New Canada Station), (including all stations that fall within these service lines,
- 5.16.2. PRASA will provide the Contractor with a preliminary work area.
- 5.16.3. The Project Manager will also arrange for a depot planning meeting one week in advance of site occupation and of any plant and machinery arriving on a particular site.
- 5.16.4. This meeting will involve all the local stakeholders and production aspects of all work required for the control of vegetation.
- 5.16.5. Meeting discussions will be recorded by means of the official meeting minutes.

5.17. HOURS OF WORK / OCCUPATION PERIOD

- 5.17.1. The site will be available to the contractor all the time when trains are not operational i.e. material storage yards, relay rooms and staging yards etc.
- 5.17.2. Normal working hours will take place on weekdays, Mondays to Fridays between 09h00 to 15h00, and weekends and public holidays from 06h00 to 17h00 where lines are operational,
- 5.17.3. Occupations between trains will be allowed for preparation and finalizing work relating to felling of trees close to the OHTE equipment.
- 5.17.4. The successful contractor will indicate the number of occupations required to successfully complete the contract.
- 5.17.5. The contractor shall conform to the duration of occupations as indicated by the notices and the Project Manager.
- 5.17.6. Occupation time used by the contractor more than the maximum specified occupation time will not be paid against overtime rates, unless:
- 5.17.7. The Project Manager agrees to it in writing prior to the start of the occupation.

5.18. PROJECT SCHEDULE / PROGRAM

- 5.18.1. Bidders shall submit with their tender a detailed method statement and sequenced program of how they propose to execute the work.
- 5.18.2. This shall include details of the number and grades of staff, plant, tools, and equipment that he/she intends to use for the duration of appointment.
- 5.18.3. On award of the tender the Contractor's first task under the contract shall be to agree with the Project Manager on the final work program to be followed and this must be done within 7 (seven) days from date of award.

5.19 TO BE PROVIDED BY PRASA

- 5.19.1. PRASA Rail (in cooperation with the contractor) will arrange for the occupations during which the project will take place.

5.20. TO BE PROVIDED BY CONTRACTOR

- 5.20.1. The contractor shall, in addition to what is stipulated in the Conditions of Contract, also supply the following:

- 5.20.2. The contractor provides a site diary or instruction book (in triplicate form) to record any incidents or instructions as well as progress of the work done.
- 5.20.3. The contractor provides a logbook or a daily works book (in triplicate form), where he/she shall record the number of personnel on site, trucks, machinery, and equipment used, and a detailed description of work carried out daily.
- 5.20.4. All equipment, tools, and labour that he/she shall need to successfully complete the project.
- 5.20.5. Neither of the books should be removed from the site without the permission of the Project Manager. The original copies of pages from both books shall be delivered to the Project Manager on a weekly basis.
- 5.20.6. The Contractor shall do a pre-inspection of work daily for the purpose of planning for each working activity.
- 5.20.7. The pre-inspection shall include determining the exact material required for each daily task as per the approved working program as well as determining other preparation aspects to be attended by PRASA Rail for the successful completion of each planned task.
- 5.20.8. The Contractor will have to ensure he/she is familiar with the specifications within this contract documents.

5.20.9 ITEM 1: VEGETATION CONTROL.

Unit. Square Meter

- 5.20.9.1 Payment will be based on the total number of square meters treated and controlled successfully maintained at areas instructed by the Project Manager and to which the Contractor successfully applied the vegetation control measures and has achieved the standard of control defined.
- 5.20.9.2 Photographic evidence will be supplied in the form of a photograph of before work commence and after completion of work.
- 5.20.9.3 The photographs must have a clear date stamp on when it was taken as well as exact references to area with mast locations for identification.
- 5.20.9.4 No payment will be made for rejected work that does not conform with the required standard.

5.20.10. ITEM 2: TREE FELLING.

Unit: Each

- 5.20.10.1 Payment will be based on the numbers of trees felled at areas instructed by the Project Manager.
- 5.20.10.2 Photographic evidence will be supplied in the form of a photograph of before work commence and after completion of work.

5.20.10.3 The photographs must have a clear date stamp on when it was taken as well as exact references to area with mast locations for identification.

5.20.10.4 No payment will be made for rejected work that does not conform with the required standard.

5.20.11 ITEM 3: CUTTING OF VELD GRASS

Unit. Square Meter

5.20.11.1 Payment will be based on the total numbers of square meters cut at areas instructed by the Project Manager and achieved the standard of control defined.

5.20.11.2 Photographic evidence will be supplied in the form of a photograph of before work commence and after completion of work.

5.20.11.3 The photographs must have a clear date stamp on when it was taken as well as exact references to area with mast locations for identification.

5.20.11.4 No payment will be made for rejected work that does not conform with the required standard.

5.21. PRICING OF THE WORKS

5.21.1. The contractor's rate must include all costs associated with the scope of work, labour, material, and equipment which shall be deemed inclusive of the rate.

5.22. PENALTIES

5.22.1. Prasa may impose penalties if the contractor fails to render services to the designated site(s) within: 03 hours – for emergencies and 24 hours – for normal work instructions

5.22.2. If the Contractor fails to complete the Works to the extent which entitles him to receive a Certificate of Practical Completion in terms of Clause 23.10.2 (refer to draft contract agreement), by the Due Completion Date, the Contractor shall be liable to the Employer for an amount calculated 0.3% of the Contract Price per delayed day, which shall be paid for every day which shall elapse between the Due Completion Date and the date stated in the Certificate of Practical Completion. However, the total amount due under this Sub-Clause shall not exceed the maximum of 10% of the Contract Price.

5.22.2.1. The imposition of such penalty shall not relieve the Contractor from his obligation to complete the Works or from any of his obligations and liabilities under the Contract,

- 5.22.2.2. The Employer may set off or deduct from the fees due to the Contractor any penalty amounts due and owing by the Contractor in terms of clause 23.9.1 (refer to draft contract agreement)
- 5.22.2.3. If, before the issue of the Certificate of Practical Completion the whole of the Works, any part of the Works has been:
- 5.22.2.4. Certified by the Project Manager as complete in terms of a Certificate of Completion, or
- 5.22.2.5. Occupied or used by the Employer, his agents, employees or other contractors (not employed by the Contractor),
- 5.22.2.6. the penalty for delay shall be reduced by an amount which is determined by the Project Manager to be appropriate in the circumstances.
- 5.22.2.7. If the penalty payable by the Contractor has reached 10% of the Contract Price, then any subsequent breach shall become a material breach, and the Employer shall be entitled to terminate the Contract with immediate effect.

5.23. OVERALL STAFFING AND KEY PROFESSIONAL STAFF

5.23.1 PROFESSIONAL TECHNICAL STAFF REQUIREMENTS

The appointed Contractor will be required to provide qualified and experienced professional staff with the following key professional expertise:

- 5.23.1.1 Pest Control operators with valid PCO certificates.
- 5.23.1.2 Railway – Flagman
- 5.23.1.3 Chainsaw operators with valid certificates
- 5.23.1.4 Brush cutter operators with valid certificates
- 5.23.1.5 Safety officer

5.23.2 PROFESSIONAL BODY REGISTRATION

- 5.23.2.1 Registrar Act 36 of 1947 (PCO REGISTRATION)

5.23.2.2 PEST CONTROL OFFICER

The desired minimum qualifications for the PCO are as follows:

- Pest Control Officer (PCO) certificates in industrial weed control

5.23.2.3 RAILWAY – FLAGMAN

The desired minimum qualifications for the Railway – Flagman are as follows:

- Valid and recognised Railway – Flagman certificate.

NB: A minimum of three qualified railway flagmen shall be deployed for each occupied section.

5.23.3 TEAM COMPOSITION

5.23.3.1 The Contractor shall ensure that he/she has a complete team composition for any Vegetation control work.

5.23.3.2 No work shall commence before this Vegetation control teams is complete and arrangements for this team must be done prior to the commencement of the works to minimize delays.

5.23.3.3 The Vegetation control teams composition is comprised of the following:

Grade	Number of staff
PCO Officer	1
Chainsaw operator	2
Brushcutter operator	6
Flagman	3
Weed spraying operator	8
General worker	2
Safety Officer	1
Total	23

5.23.3.4 The Contractor shall ensure that he/she have not less than one teams deployed to complete the works as per the approved programme and timeframes, of one team per specified line (contract area) will be required, a PCO officer must be present when herbicides are been applied.

5.24 APPLICABLE SPECIFICATIONS

5.24.1 The Contractor shall ensure full compliance with all applicable Statutory Regulations of the industry. The following Specific Legislative Requirement will be strictly complied with

- o The Basic Conditions of Employment Act 1997 (Act no 75 of 1993)
- o The Labour Relations Act, 1995 (Act no 66 of 1995)
- o The Occupational and Safety Act, 1993 (Act no 85 of 1993)
- o The National Environmental Management Act (Act no 107 of 1998)
- o Railway Safety Act (Act 30 of 2024)

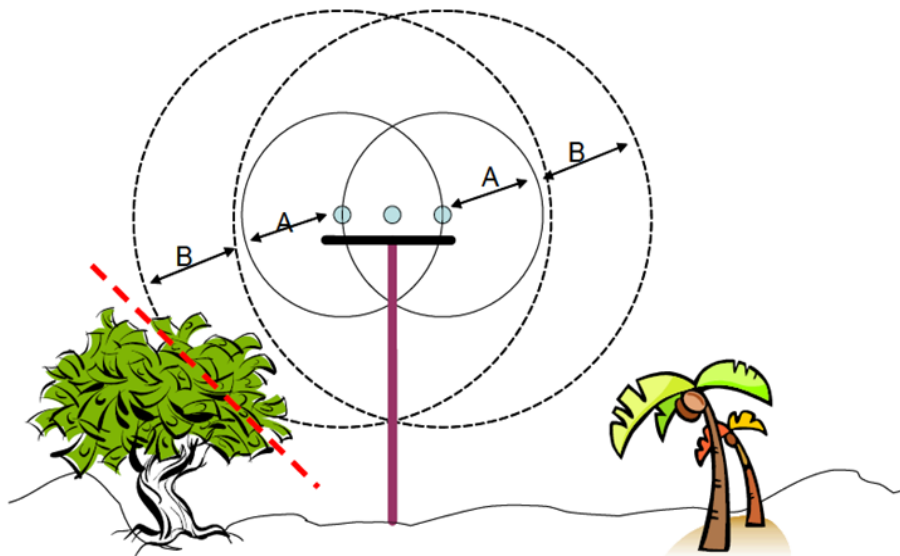
- o The Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act (Act 36 of 1947) as amended.
- o The Hazardous Substance Act (Act 15 of 1973) as amended.
- o The Water Act (Act 54 of 1956) and the Water Amendment Act (Act 96 of 1984) (where applicable).
- o The Environmental Conservation Act (Act 73 of 1989).
- o SABS Code of Practice No. 0206-1985 "Safety procedures for the disposal of surplus pesticide and associated toxic waste".
- o Conservation of Agricultural resources Act (Act 43 of 1983) (CARA) as amended.
- o The National Veld and Forest Fire act (Act 101 of 1998)
- o Emerging Viruses Safety Requirements
- o E7/2 Specification for works on, over, under or adjacent to Railway lines

5.25 PARAMETERS FOR WORKING NEAR HIGH VOLTAGE EQUIPMENT

The Contractor shall ensure that he/she maintains safe clearance when working near high voltage power lines, and no work is done within 3 meters of any high voltage power lines without an occupation (refer to image below: "A")

Where:

- A = MVCD Minimum Vegetation Clearance Distance (Minimum Clearance to buildings, poles and structures, GNR.1593 of 12 August 1988: Electrical machinery regulations See annex D2)
- B = Projected tree growth before next scheduled clearing



6. EVALUATION METHODOLOGY

The evaluation of Bids will be based on the information contained in Bids received in RFP and, which may be further supplemented by presentations and clarification information provided, if required. All Bids shall be equally evaluated by various committees involved in the evaluation process in accordance with stated Evaluation Criteria. Procurement integrity and fairness, transparency, competitiveness and full accountability will at all times be paramount.

7 EVALUATION AND SCORING METHODOLOGY

Bidders are permitted to bid for more than one service line, however Prasa reserves the right to award one service line per Bidder. Where there is no other qualifying Bidder for a service line, PRASA will consider bidders who have already been preferred in other serviced lines, on condition that they complied with the preference point system which is Pricing points and Specific goal points.

7.2 Bidders are required to indicate the service lines they are bidding for by ticking (x) on the below table:

Work Package Selection Sheet

	Work Package	Region /Area	Mark work package that you are bidding for with (X)
1	Work Package 1	Germiston to Pretoria Kaalfontein ro Leralla	
2	Work Package 2	Hercules to Bosman, Bosman to Saulsville, Hercules to Pienaarspoort via Capital Park, Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules Stations)	
3	Work Package 3	Langlaagte to Germiston, Germiston to Springs, Germiston to Kwesine, Dunswart to Daveyton (Excluding Germiston Station)	
4	Work Package 4	Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi, (Excluding Langlaagte Station)	
5	Work Package 5	Mabopane to Wintersnest, Wintersnest to De Wildt,	

		Wintersnest to Hercules and Hercules to Belle Ombre	
6	Work Package 6	New Canada to Houtheuwel, New Canada to George Goch via Booyens (Excluding New Canada Station)	

Bidder Name

Bidder Signature

The evaluation of the Bids by the evaluation committees will be conducted at various levels. The following levels will be applied in the evaluation:

LEVEL	DESCRIPTION
Verify completeness	The Bid is checked for completeness and whether all required documentation, certificates; verify completeness warranties and other Bid requirements and formalities have been complied with. Incomplete Bids may be disqualified.
Verify compliance	The Bids are checked to verify that the essential RFP requirements have been met. Non-compliant Bids may be disqualified.
Detailed Technical Evaluation	Detailed analysis of Bids to determine whether the Bidder is capable of delivering the Project in terms of business and technical requirements. The minimum threshold for technical evaluation is 70%, any bidder who fails to meet the minimum threshold will be disqualified and not proceed with the evaluation of Price and Specific Goals.
Specific Goals	Evaluate Specific Goals
Price Evaluation	Bidders will be evaluated on price offered.
Scoring	Scoring of Bids using the Evaluation Criteria.
Recommendation	Report formulation and recommendation of Preferred and Reserved Bidders
Approval	Approval and notification of the final Bidder.

8. EVALUATION CRITERIA

Interested bidders for this project shall be evaluated in terms of their business credentials, financial standing, empowerment, technical capacity and experience. The evaluation committee shall use the following Evaluation Criteria depicted in Table 1 for the selection of the preferred bidder.

EVALUATION CRITERIA	WEIGHTING
Stage 1 – Compliance	
Stage 1A	Mandatory Requirements
Stage 1B	Other Mandatory Requirements
Stage 2	
Technical/Functional Requirements	Threshold of 70%
Stage 3	
Price	80
Specific Goals	20
TOTAL	100

Details of the stages outlined in table 1 above are presented in the following sections.

8.1 STAGE 1: COMPLIANCE REQUIREMENTS

Stage 1A – Mandatory Requirements - (To be submitted in envelope 1)

If you do not submit/meet the following mandatory documents/requirements, your bid will be automatically disqualified.

Only bidders who comply with stage 1A will be evaluated further. **[Note: only include technical legislative requirements)**

No.	DESCRIPTION OF REQUIREMENT	TICK (X)
a.	Price Schedule/Bill of Quantities and Bid/Tender Form C (Bidders must ensure that they only include this financial documents / information in the second envelope) compliance with this requirement will be verified during stage 3 Evaluation.	
b.	Bidders must sign on the Compulsory Briefing Session Attendance Register and Form D	
c.	Bidders to fill and sign the Closing/ Submission register on submission of tender documents.	
d.	Signed joint venture agreement/consortium agreement/Trust deed(if applicable) JV's must indicate the lead partner.	

Stage 1B – Other Mandatory Requirements - (To be submitted in envelope 1)

If you do not submit the following mandatory documents/requirements, PRASA may request the bidder to submit the information within three (3) working days. Should this information not be provided, your bid proposal will be disqualified.

Only bidders who comply with stage 1B will be evaluated further.

No.	Description of requirement	TICK (X)
a)	Letter of Good Standing: COIDA	
b)	Supply of valid SARS Pin	
c)	CSD supplier registration number	
d)	Completion of ALL RFP documentation (includes ALL)	

8.2 STAGE 2: TECHNICAL / FUNCTIONALITY REQUIREMENTS - (To be submitted in envelope 1)

Interested bidders shall then be evaluated on functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70% as per the standard Evaluation Criteria presented in Table above. Bidders who score below this minimum requirement shall not be considered for further evaluation in stage 3.

Details of the technical / functional requirements are presented in Table below

Item	Criteria	Weight
1	COMPANY'S TRACK RECORD	30
2	COMPETENCY AND EXPERIENCE OF KEY PERSONNEL	25
3	PROJECT PROGRAM (WORK PLAN) / PROJECT SCHEDULE	25
4	FINANCIAL CAPABILITY	20
	TOTAL	100

Technical Evaluation Criteria

9. FUNCTIONAL EVALUATION CRITERIA

Criteria	Sub-criteria	Weight	Technical/Functional Criteria and Scoring
1. COMPANY'S TRACK RECORD	<p>Bidders should indicate the experience of previous work done within the Horticultural (Tree felling or Grass cutting)/Gardening sector for the past 10 years (i.e. 2015 – 2025).</p> <p>Evidence required:</p> <p>The bidders are to submit the following documents:</p> <ul style="list-style-type: none"> • Provide Appointment Letter/Contract/Purchase Order for each project. <p style="text-align: center;">AND</p> <ul style="list-style-type: none"> • Provide a Reference Letter or Testimonial or Completion certificate relating to the above appointment Letter/Contract/Purchase Order provided. The Reference Letter to indicate the following: company name, contact person and confirmation that work was completed. <p>NB – One of the provided documents must indicate value of the contract.</p> <p>Points will be awarded only if both documents are submitted.</p>	30	<p>Bidder(s) will score:</p> <p>0 points = Any project ≤ R 50 000.00 and No submission or generic submission not applicable to the project or the required services (i.e. Horticultural (Tree felling or Grass cutting)/Gardening Services)</p> <p>10 points = if Bidder submitted One (1) set of signed Appointment letter/Contract/Purchase Order accompanied by a signed Reference Letter or signed Testimonial or signed Completion Certificate for the required services (i.e. Horticulture/Gardening services) - Works completed with the combined value of ≥ R 50 000.00</p> <p>15 points = if Bidder submitted Two (2) sets of signed Appointment letters/Contracts</p>

Criteria	Sub-criteria	Weight	Technical/Functional Criteria and Scoring
			<p>/Purchase Orders accompanied by a Two (2) signed Reference Letters or Two (2) signed Testimonials or Two (2) signed Completion Certificates for the required services (i.e. Horticultural (Tree felling or Grass cutting)/Gardening services) - Works completed with the combined value of \geq R 250 000.00</p> <p>20 points = if Bidder submitted Three (3) sets of signed Appointment letters/Contracts /Purchase Orders accompanied by a Three (3) signed Reference Letters or Two (3) signed Testimonials or Two (3) signed Completion Certificates for the required services (i.e. Horticultural (Tree felling or Grass cutting)/Gardening services) - Works</p>

Criteria	Sub-criteria	Weight	Technical/Functional Criteria and Scoring
			<p>completed with the combined value of \geq R 500 000.00</p> <p>25 points = if Bidder submitted Four (4) sets of signed Appointment letters/Contracts /Purchase Orders accompanied by a Four (4) signed Reference Letters or Four (4) signed Testimonials or Four (4) signed Completion Certificates for the required services (i.e. Horticultural (Tree felling or Grass cutting)/Gardening services) - Works completed with the combined value of- Works completed with the combined value of \geq R 750 000.00</p> <p>30 points = if Bidder submitted Five (5) sets of signed Appointment Letters/Contracts/Purchase Orders accompanied by Five (5) signed Reference Letters or Five</p>

Criteria	Sub-criteria	Weight	Technical/Functional Criteria and Scoring
			<p>(5) signed Testimonials or Five (5) signed Completion Certificates for the required services (i.e. Horticultural (Tree felling or Grass cutting)/Gardening services) - Works completed with the combined value of ≥ R 1 000 000.00</p>
<p>2. COMPETENCY AND EXPERIENCE OF KEY PERSONNEL</p>	<p>Based on CVs submitted for the Pest Control Officer.</p> <p>Provide copy of valid PCO certificates. The copy must be certified by the commissioner of oath. The date on the stamp shall be three months or less old, before the closing date of the tender.</p> <p>NB!!!Only valid PCO certificates in industrial weed control will be accepted and if expired a letter from the department of Agriculture must be submitted to show the certificate is in the process of been issued. If the bidder is tendering for more than</p>	<p>25</p>	<p>The points will be based on the experience of PCO:</p> <p>0: Not submitted information/No response = 0 points</p> <p>1: PCO with less than 1-year experience = 5 points</p> <p>2: PCO with 1 or more but less than 2 years' Experience=10 points</p> <p>3: PCO with 2 or more but less than 3 years' experience = 15 points</p> <p>4: PCO with 3 or more but less than 4 years' Experience=20 points</p> <p>5: PCO with 4 or more years' experience = 25 points</p>

Criteria	Sub-criteria	Weight	Technical/Functional Criteria and Scoring
	<p>one service line a PCO certificate needs to be submitted for each service line.</p>		
<p>3. PROJECT PROGRAM (WORK PLAN) / PROJECT SCHEDULE</p>	<p><u>Project Approach and methodology</u></p> <p>Provide detailed technical approach / methodology that is aligned to the scope of work/ highlighting the risk/s and mitigation measures associated with working within the Horticultural environment.</p> <p>Technical approach and methodology must demonstrate the understanding of the project scope of work in accordance with the following elements:</p> <ol style="list-style-type: none"> 1. Identification of risks and mitigation, 2. Work breakdown of activities, measurements & assessment, 3. Quality assurance, 4. Material & Herbicides handling and storage process, 5. List of tools and equipment 6. Post quality inspection <p>NB: Prasa reserves the right to visit the bidder premises to verify tools and equipment.</p>	<p>25</p>	<p>The points for the project approach and methodology will be allocated as follows:</p> <p>0: No methodology or unrelated/ Irrelevant information provided = 0 points</p> <p>1: Methodology detailing 2 or less elements in line with the scope of work provided = 5 points.</p> <p>2: Methodology detailing 3 elements in line with the scope of work = 10 points.</p> <p>3: Methodology detailing 4 elements in line with the scope of work = 15 points.</p> <p>4: Methodology detailing 5 elements in line with the scope of work =20 points</p> <p>5: Methodology detailing 6 elements in line with the scope of work = 25 points</p>

<p>4. FINANCIAL CAPABILITY</p>	<p>The operating cash flow ratio measures a company's short-term liquidity. Use the formula below: Operating cash flow ratio = Net Cash flow from Operations/Current liabilities.</p> <p>Bidders should submit a complete set of recent financial statements for the company.</p> <p>JVs must submit financial statements for all members of the JV.</p> <p>Recent year's set of financial statements: current and preceding financial year.</p> <p>Financials prepared and signed by an Independent Registered Accounting Professional and signed by the Company Director.</p> <p>Incomplete Financial Statements will not be considered.</p> <p>JVs must submit financial statements for all members of the JV.</p>	<p>20</p>	<p>0 point = No Submission/ Statement is not signed by Registered Professional Accountant and Director/ Incomplete Financial Statements</p> <p>1 point = Operating Cash Flow Ratio $X \leq 0$</p> <p>2 points = Operating Cash Flow Ratio $0 > X \leq 0.5$</p> <p>3 points = Operating Cash Flow Ratio $0.5 > X \leq 1.0$</p> <p>4 points = Operating Cash Flows Ratio $1.0 > X \leq 1.5$</p> <p>5 points = Operating Cash Flow Ratio $X > 1.5$</p>
<p>Total</p>		<p>100</p>	

Details of the scoring methodology presented above are outlined in Table 4 below

10. STAGE 3: PRICING AND SPECIFIC GOALS - (To be submitted in envelope 2)

Bidders should provide their price proposal in envelope 2, which should include Form C (Financial Offer) and also provide proof of Specific Goals.

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

The following formula, shall be used by the Bid Evaluation Committee to allocate scores to the interested bidders :

POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$PS = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

11 POINTS AWARDED FOR SPECIFIC GOALS

11.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

11.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20

preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or

- (b) any other invitation for tender, that either the 80/20 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Ownership Level	Evidence required for specific goals
Black Owned	5	100% black owned	Certified copy of ID Document of the Owners accompanied by BBEE Certificate or a Sworn Affidavit /A consolidated JV BBEE Certificate in the case of joint venture companies
	4	80% – 99%% black owned	
	3	70% – 79%% black owned	
	2	60% – 69% black owned	
	1	51 – 59% black owned	
	0	0 – 50% black owned	
Black Women Owned	5	100% black women	Certified Valid BBB-EE Certificate / Original Sworn-Affidavit for EME & QSE/ Certified copies of ID Documents of the Owners For JVs/Trust Deed/Consortiums: Certified Valid Consolidated BBB-EE Certificate for JVs/Consortiums.
	4	80% – 99%% black women	
	3	70% – 79% black women	
	2	60 – 69% black women	
	1	51 – 59% black women	

	0	0 – 50% black women	
Black Youth Owned	5	100% black youth	Certified Valid BBB-EE Certificate / Original Sworn-Affidavit for EME & QSE/ Certified copies of ID Documents of the Owners For JVs/Trust Deed/Consortiums: Certified Valid Consolidated BBB-EE Certificate for JVs/Consortiums.
	4	80% – 99% black youth	
	3	70% – 79% black youth	
	2	60 – 69% black youth	
	1	51 – 59% black youth	
	0	0 – 50% black youth	
		5	
TOTAL	20		

Table 8 Specific Goals allocated points

Tabel 9 LIST OF RURAL DEVELOPMENT AREAS

Black Companies operating in rural, underdeveloped, and local communities in Pretoria, Johannesburg, Randfontein, Springs and Vereniging	Work Package	Region /Area	Rural, underdeveloped, and local communities
1	Work Package 1	Germiston to Pretoria Kaalfontein to Leralla	Olifantsfontein, Tembisa, Oakmoor,Knights, Ravensklip
2	Work Package 2	Hercules to Bosman, Pretoria to Koedoespoort via Rissik (Excluding Pretoria and Hercules)	Saulsville, Mamelodi
3	Work Package 3	Germiston to Springs, Germiston to Kwesine, Dunswart to Daveyton (Excluding Germiston Station)	Angelo, Oosrand, Boksburg Apex, Springs
4	Work Package 4	Langlaagte to Randfontein, Langlaagte to New Canada, New Canada to Naledi, (Excluding Langlaagte Station)	Bosmon, Roodepoort, Princess, Windsor mine, Wesrand, Robenson, Dube, Merafe
5	Work Package 5	Mabopane to Wintersnest, Wintersnest to De Wildt, Wintersnest to Hercules and Hercules to Belle Ombre	Mabopane, DeWildt
6	Work Package 6	New Canada to Houtheuwel, New Canada to George Goch via Boysens (Excluding New Canada Station)	New Canada, Mlamlankunzi, Kliptown, Midway, Lawley, Grasmere, Residensia, Houtheuwel

Specific goals for the tender and points claimed are indicated as per the Table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system).

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black Owned	5	
Black Youth Owned	5	
Black Women Owned	5	
Black Companies operating in rural, underdeveloped, and local communities in Olifantsfontein, Tembisa, Oakmoor,Knights, Ravensklip, Olifantsfontein, Saulsville, Mamelodi Tembisa, Angelo, Oosrand,Boksburg, Apex,Springs, Bosmon,Roodepoort, Princess,Windsor mine, Wesrand,Robenson, Dube, Merafe, Mabopane, DeWildt,	5	

Tenderer/ Bidder Claimed Points

12. SPLITTING OF AWARDS

PRASA reserves the right to split the award of this bid to more than one service provider. Bidders are permitted to bid for more than one service line, however Prasa reserves the right to award one service line per Bidder. Where there is no other qualifying Bidder for a service line, PRASA will consider bidders who have already been preferred in other serviced lines, on condition that they complied with the preference point system which is Pricing points and Specific goal points.

13. APPOINTMENTS OTHER THAN THE SUCCESSFUL BIDDER

- a. PRASA may appoint a bidder other than the successful bidder under the following instances:
- (i) When a successful bidder, after having been informed of the acceptance of its Bid, fails to sign a contract within a prescribe period of time e.g. 14 (fourteen) days after being called upon to do so.
 - (ii) When a successful bidder has failed to provide the necessary security, bonds or guarantees within the time required to do so by PRASA;
 - (iii) When a successful bidder fails to meet a condition precedent for the award of business (e.g. to obtain the necessary funding); and
 - (iv) When final contract negotiations with a preferred bidder fails and a contract is not agreed upon.

- b. PRASA will only award a bid to a bidder other than the highest scoring bidder provided that the bid is still within the bid validity period.
- c. Only if the second ranked bidder is also unable/unwilling, PRASA may proceed to the third ranked bidder.

14. VALIDITY PERIOD

This RFP shall be valid for *[90 working days]* calculated from Bid closing date.

15. POST TENDER NEGOTIATION

PRASA reserves the right to conduct post tender negotiations with a shortlist of Bidder(s). The shortlist could comprise of one or more Bidders. Should PRASA conduct post tender negotiations, Bidders will be requested to provide their best and final offers to PRASA based on such negotiations. A final evaluation will be conducted in terms of 80/20.

16. FINAL CONTRACT AWARD

PRASA will negotiate the final terms and condition the contract with the successful Bidder(s). This may include aspects such as Enterprise Development and Supplier Development, the B-BBEE Improvement Plan, price and delivery. Thereafter the final contract will be awarded to the successful Bidder(s).

17. FAIRNESS AND TRANSPARENCY

PRASA views fairness and transparency during the RFP Process as an absolute on which PRASA will not compromise. PRASA will ensure that all members of evaluation committees declare any conflicting or undue interest in the process and provide confidentiality undertakings to PRASA. The evaluation process will be tightly monitored and controlled by PRASA to assure integrity and transparency throughout, with all processes and decisions taken being approved and auditable.

SECTION 3

PRICING AND DELIVERY SCHEDULE

Bidders are required to complete the Pricing Schedule/ BOQ and Form C (Volume 2 /Envelop 2)

1 PRICING

- 1.1. Prices must be quoted in South African Rand, inclusive of all applicable taxes.
- 1.2. Price offer is firm and clearly indicate the basis thereof.
- 1.3. Pricing Bill of Quantity is completed in line with schedule if applicable (delete if not applicable).
- 1.4. Cost breakdown must be indicated.
- 1.5. Price escalation basis and formula must be indicated.
- 1.6. To facilitate like-for like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.
- 1.7. Please note that should you have offered a discounted price(s), PRASA will only consider such price discount(s) in the final evaluation stage on an unconditional basis.
- 1.8. Bidders are to note that if price offered by the highest scoring bidder is not market related, PRASA may not award the contract to the Bidder. PRASA may:
 - 1.8.1. negotiate a market-related price with the Bidder scoring the highest points or cancel the RFP;
 - 1.8.2. if that Bidder does not agree to a market-related price, negotiate a market-related price with the Bidder scoring the second highest points or cancel the RFP; and
 - 1.8.3. if the Bidder scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Bidder scoring the third highest points or cancel the RFP.
 - 1.8.4. If a market-related price is not agreed with the Bidder scoring the third highest points, PRASA must cancel the RFP.

2 DISCLOSURE OF PRICES QUOTED

Bidders are to note that, on award of business, PRASA is required to publish the tendered prices and preferences claimed of the successful and unsuccessful Bidders inter alia on the National Treasury e-Tender Publication Portal, (www.etenders.gov.za), [the other medium used to advertise the bid i.e CIDB](#) as required per National Treasury Instruction Note 09 of 2022/2023.

3 SERVICE LEVELS

- 3.1. An experienced national account representative(s) is required to work with PRASA's procurement department. [No sales representatives are needed for individual department or locations]. Additionally, there shall be a minimal number of people, fully informed and accountable for this agreement.
- 3.2. PRASA will have quarterly reviews with the Service provider's account representative on an on-going basis.
- 3.3. PRASA reserves the right to request that any member of the Service Provider's team involved on the PRASA account be replaced if deemed not to be adding value for PRASA.
- 3.4. The Service provider guarantees that it will achieve a 100% [hundred per cent] service level on the following measures:
 - 3.4.1. Random checks on compliance with quality/quantity/specifications
 - 3.4.2. On time delivery.
- 3.5. The Service provider must provide a telephone number for customer service calls.
- 3.6. Failure of the Service provider to comply with stated service level requirements will give PRASA the right to cancel the contract in whole, without penalty to PRASA, giving 30 [thirty] calendar days' notice to the Service provider of its intention to do so.

Acceptance of Service Levels:

YES	
-----	--

4. TOTAL COST OF OWNERSHIP (TCO)

- 4.6 PRASA will strive to procure goods, services and works which contribute to its mission. In order to achieve this, PRASA must be committed to working with suppliers who share its goals of continuous improvement in service, quality and reduction of Total Cost of Ownership (TCO).
- 4.7 Bidders shall indicate whether they would be committed, for the duration of any contract which may be awarded through this RFP process, to participate with PRASA in its continuous improvement initiatives to reduce the total cost of ownership [TCO], which will reduce the overall cost of transportation services and related logistics provided by PRASA's operating divisions within South Africa to the ultimate benefit of all end-users.

5 FINANCIAL STABILITY

Bidders are required to submit their latest financial statements prepared and signed off by a professional accountant for the past 2 years with their Proposal in order to enable PRASA to establish financial stability.

SIGNED at _____ on this _____ day of _____ 2025

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____

6 VALIDITY OF RETURNABLE DOCUMENTS

The successful Bidder will be required to ensure the validity of all returnable documents, including but not limited to its Tax Clearance Certificate and valid B-BBEE Verification Certificate, for the duration of any contract emanating from this RFP. Should the Bidder be awarded the contract [the Agreement] and fail to present PRASA with such renewals as and when they become due, PRASA shall be entitled, in addition to any other rights and remedies that it may have in terms of the eventual Agreement, to terminate such Agreement forthwith without any liability and without prejudice to any claims which PRASA may have for damages against the Bidder.

SIGNED at _____ on this ____ day of _____ 2025

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____

7 CERTIFICATE OF ACQUAINTANCE WITH RFP TERMS & CONDITIONS & APPLICABLE DOCUMENTS

By signing this certificate the Bidder is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with, and agrees with all the conditions governing this RFP, including those contained in any printed form stated to form part hereof, including but not limited to the documents stated below and PRASA will recognise no claim for relief based on an allegation that the Bidder overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or any other purpose:

1. PRASA's General Bid Conditions*
2. Standard RFP Terms and Conditions for the supply of Goods or Services or Works to PRASA

Should the Bidder find any terms or conditions stipulated in any of the relevant documents quoted in the RFP unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Bid. Any such submission shall be subject to review by PRASA's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be. A material deviation from the Standard terms or conditions could result in disqualification.

Bidders accept that an obligation rests on them to clarify any uncertainties regarding any bid to which they intend to respond, before submitting the bid. The Bidder agrees that he/she will have no claim based on an allegation that any aspect of this RFP was unclear but in respect of which he/she failed to obtain clarity.

The bidder understands that his/her Bid will be disqualified if this Certificate of Acquaintance with RFP documents included in the RFP as a returnable document, is found not to be true and complete in every respect.

SIGNED at _____ on this ____ day of _____ 2025

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

SIGNATURE OF BIDDER'S AUTHORISED REPRESENTATIVE: _____

NAME: _____

DESIGNATION: _____

8 GENERAL CONDITIONS

8.1 ALTERNATIVE BIDS

Bidders may submit alternative Bid only if a main Bid, strictly in accordance with all the requirements of the RFP is also submitted. The alternative Bid is submitted with the main Bid together with a schedule that compares the requirements of the RFP with the alternative requirements the Bidders proposes. Bidders must note that in submitting an alternative Bid they accept that PRASA may accept or reject the alternative Bid and shall be evaluated in accordance with the criteria stipulated in this RFP.

8.2 PRASA'S TENDER FORMS

Bidders must sign and complete the PRASA's Bid Forms and attach all the required documents. Failure by Bidders to adhere to this requirement may lead to their disqualification.

8.3 PRECEDENT

In case of any conflict with this RFP and Bidders response, this RFP and its briefing notes shall take precedence.

8.4 RESPONSE TO RFP-CONFIDENTIALITY

Response to RFPs must clearly indicate whether any information conveyed to or requested from PRASA is confidential or should be treated confidentially by PRASA. In the absence of any such clear indication in writing from a response to RFP, PRASA shall deem the response to RFP to have waived any right to confidentiality and treat such information as public in nature.

Where a Bidder at any stage during the RFP Process indicates to PRASA that information or any response to RFP requested from PRASA is or should be treated confidentially, PRASA shall treat such information or response to RFP confidentially, unless PRASA believes that to ensure the transparency and competitiveness of the RFP Process the content of the information or response to RFP should be conveyed to all Bidders, in which event it shall apply the following process:

- PRASA shall confirm with the Bidder whether the raising of confidentiality applies to the entire response to the RFP or only specific elements or sections of the response.
- Where confidentiality is maintained by the Bidder and PRASA is of the opinion that the information or response to RFP if made publicly available would affect the commercial interests of the Bidder or is commercially sensitive information, PRASA shall not release such information to other Bidders if providing such information or response to the RFP would prejudice the competitiveness and transparency of the RFP Process.

- Where PRASA is of the opinion that information provided is not commercially sensitive or would have no impact on the commercial interests of the relevant Bidder if released and fairness and transparency require that such information be released to all Bidders, PRASA may:
 - i. inform the relevant Bidder of the necessity to release such information and/or response to RFP and request the Bidder to consent to the release thereof by PRASA; or
 - ii. obtain legal advice regarding the confidentiality of the relevant information and/or response to RFP and the legal ability of PRASA to release such information; or
 - iii. refrain from releasing the information and/or response to RFP, in which event PRASA shall not take account of the contents of such information in the evaluation of the relevant response to RFP.

The above procedures regarding confidentiality shall not apply to any information which is already public knowledge or available in the public domain or in the hands of PRASA or is required to be disclosed by any legal or regulatory requirements or order of any competent court, tribunal or forum.

8.5 RESPONSE TO THE RFP – RFP DISQUALIFICATION

Responses to RFP which do not comply with the RFP requirements, formalities, terms and conditions may be disqualified by PRASA from further participation in the RFP Process.

In particular (but without prejudice to the generality of the foregoing) PRASA may disqualify, at its sole discretion and without prejudice to any other remedy it may have, a Bidder where the Bidder, or any of its consortium members, subcontractors or advisors have committed any act of misrepresentation, bad faith or dishonest conduct in any of its dealings with or information provided to PRASA.

8.6 CORRUPTION, GIFTS AND PAYMENTS

Neither the Bidders to RFPs, its equity members, the sub-contractors, consortium members nor any of their agents, lenders or advisors shall directly or indirectly offer or give to any person in the employment of PRASA or any other Government official or any of the Advisory Team any gift or consideration of any kind as an inducement or reward for appointing a particular Bidder, or for showing or omitting to show favour or disfavour to any of the Bidders, its equity members or the sub-contractors in relation to the Project.

In the event that any of the prohibited practices contemplated under the above paragraph is committed, PRASA shall be entitled to terminate any Response to RFP's status and to prohibit such Response to RFP, its equity members, its SPV members, its Subcontractors and their agents, lenders and advisors from participating in any further part of the procurement of the Project.

8.7 INSURANCE

Unless specifically provided for in this RFP or draft contracts, Bidders will be required to submit with their Bid for services professional indemnity insurance and works insurance to an extent (if any) if insurance provided by PRASA may not be for the full cover required in terms of the relevant category listed in this RFP. The Bidder is advised to seek qualified advice regarding insurance.

8.8 NO CONTACT POLICY

Bidders may only contact the bid administrator of PRASA as per the terms of the Communication Structure established by this RFP, except in the case of pre-existing commercial relationships, in which case contact may be maintained only with respect thereto and, in making such contact, no party may make reference to the Project or this RFP.

8.9 CONFLICT OF INTEREST

No Bidder member, subcontractor or advisor of the response to RFP may be a member of or in any other way participate or be involved, either directly or indirectly in more than one response to RFP or response to RFP during any stage of the Project procurement process, but excluding specialist suppliers of systems and equipment, non-core service providers or financial or commercial institutions whose role is limited purely to lending money or advancing credit to the response to RFP. Bidders are to sign the declaration of interest form. In order to prevent the conflict or potential conflict of interest between Lenders and Bidders to RFP, no advisors or the Contractor/s or Consortium/s to any response to RFP, consortium member or subcontractor may fulfil the role of arranger, underwriter and/or lead bank to the response to RFP. PRASA may disqualify the response to RFP from further participation in the event of a failure to comply with this provision. PRASA views the potential conflict of interest so great as to warrant the reduction of competition for advisory services.

8.10 BIDDER'S DECLARATION REGARDING PEP/PIP

PRASA requires bidders to disclose if they have Politically Exposed Persons ("PEP")¹ or Prominent Influential Persons ("PIP")² and related individuals in their organisation and/or beneficial owners / shareholders who are PEP/PIP.

PRASA reserves the right not to enter into a business relationship with such person, official or entity, provided there are objective factors that justify the conclusion of such business relationship, and the decision is based on achieving the best interest of PRASA.³

8.10.1 Is the bidder a PEP/PIP? **YES/NO**

8.10.2 Does the bidder have an existing relationship with a PEP/PIP? **YES/NO**

¹Both foreign and domestic politically exposed person as specified in Schedule 3A and 3B of the Financial Intelligence Centre Act No. 38 of 2001 as amended. (refer to Annexure 2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

²As reflected in Schedule 3C of the Financial Intelligence Centre Act No.38 of 2001 (refer to Annexure 2.1.2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

³Clause 4.5 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties.

8.10.3 Where a relationship with a PEP/PIP exists, the bidder is required to furnish particulars of the nature of the exposure, term of the office and description of activities relating to exposure, in table below.

Name of PEP/PIP & Nature of Exposure/Influence	Term of the office	Description of activities relating to Exposure/Influence

8.10.4 Declaration:

I/We the undersigned _____
 (Name) hereby certify that the PEP/PIP information furnished in this bid document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this bid, PRASA may disqualify our bid or terminate a contract we may have with PRASA where we are successful in this tender.

 Signature

 Date

 Position

 Name of bidder

8.11 COLLUSION AND CORRUPTION

Any Bidder shall, without prejudice to any other remedy available to PRASA, be disqualified, where the response to RFP –

- communicates to a person other than persons nominated by PRASA a material part of its response to RFP; or
 - Enters into any Contract or arrangement with any other person or entity that it shall refrain from submitting a response to RFP to this RFP or as to any material part of its Response to RFP to this RFP (refer the prohibition contained in Section 4(1)(b)(iii) of the Competition Act 89 of 1998).
- The Bidders represents that the Bidder has not, directly or indirectly, entered into any agreement, arrangement or understanding or any such like for the purpose of, with the intention to enter into collusive Biding or with reasonable appreciation that, collusive any agreement,

arrangement or understanding or any such like may result in or have the effect of collusive Bidding. The Bidder undertakes that in the process of the Bid but prior to PRASA awarding the Bid to a preferred bidder become involved in or be aware of or do or caused to be done any agreement, arrangement or understanding or any such like for the purpose of or which may result in or have the effect of a collusive Bid, the Bidder will notify PRASA of such any agreement, arrangement or understanding or any such like.; or

- offers or agrees to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done, or causing, or having caused to be done any act or omission in relation to the RFP Process or any proposed response to RFP (provided nothing contained in this paragraph shall prevent a response to RFP from paying any market-related commission or bonus to its employees or contractors within the agreed terms of their employment or contract).

8.12 CONSORTIUM CHANGES

If exceptional circumstances should arise in which a after the submission to the bid and after closing date of submission of bids, there is change in the composition of the Bidder, either through substitution or omission of any member of the Bidder:

- The Response to RFP must notify PRASA in writing of the proposed changes supported by complete details of the material reasons for the changes, the parties impacted by the changes and the impact on the response to RFP.
- PRASA shall evaluate the reasons advanced by the Bidder for the requested changes to the Bidder structure and where PRASA is not satisfied that the reasons advanced are reasonable or material, refuse to accept the change and disqualify the response to RFP, or notify the Bidder in writing of its non-acceptance of the changes and require the Bidder to propose a suitable alternative to PRASA within 10 (TEN) days of its receipt of the decision of PRASA, upon receipt of which PRASA shall -
 - i. Evaluate the alternative proposed for suitability to PRASA, and where the alternative is accepted by PRASA, inform the Bidder in writing of such acceptance and PRASA shall reassess the response to RFP against the RFP requirements and criteria; or
 - ii. Where the alternative is not accepted by PRASA, inform the Bidder in writing of such non-acceptance as well as its disqualification from the RFP Process.
 - iii. Where PRASA is satisfied that the changes requested under (i) above are reasonable and material, the response to RFP, shall be allowed to effect the required changes and PRASA shall reassess the response to RFP against the RFP requirements and criteria.

8.13 COSTS OF RESPONSE TO THE RFP SUBMISSION

All costs and expenses associated with or incurred by the Bidder in relation to any stage of the Project, shall be borne by the Bidder. PRASA shall not be liable for any such costs or expenses or any claim for reimbursement of such costs or expenses.

To avoid doubt, PRASA shall not be liable for any samples submitted by the Bidder in support of their Responses to RFP and reserves the right not to return to them such samples and to dispose of them at its discretion.

8.14 RESPONSE TO THE RFP WARRANTY

Bidders must provide a warranty as part of their Responses to RFP that their Responses to RFP are true and correct in all respects, that it does not contain a misrepresentation of any kind and that the taxes of all members of the Bidder company, consortium members and or subcontractors are in order and none of the members are undergoing corruption or any criminal-related investigations or have any past convictions for fraud or corruption.

9 CONDITIONS OF TENDER

General

- | | | |
|--|---|---|
| Actions | 1 | PRASA's <i>Representative</i> and each <i>tenderer</i> submitting a tender shall act as stated in these Conditions of Tender and in a manner which is fair, equitable, transparent, competitive and cost-effective. |
| Interpretation | 2 | Terms shown in <i>italics</i> vary for each tender. The details of each term for this tender are identified in the Request for Tender / Scope of work/ specification. Terms shown in capital initials are defined terms in the appropriate conditions of contract. |
| | 3 | Any additional or amended requirements in the Scope of work/ specification, and additional requirements given in the Schedules in the <i>tender returnables</i> are deemed to be part of these Conditions of Tender. |
| | 4 | The Conditions of Tender and the Scope of work/ specification shall form part of any contract arising from this invitation to tender. |
| Communication | 5 | Each communication between PRASA and a <i>tenderer</i> shall be to or from PRASA's <i>Representative</i> only, and in a form that can be read, copied and recorded. Communication shall be in the English language. PRASA takes no responsibility for non-receipt of communications from or by a <i>tenderer</i> . |
| PRASA's rights to accept or reject any tender | 6 | PRASA may accept or reject any variation, deviation, tender, or alternative tender, and may cancel the tender process and reject all tenders at any time prior to the formation of a contract. PRASA or PRASA's <i>Representative</i> will not accept or incur any liability to a <i>tenderer</i> for such cancellation and rejection but will give reasons for the action. PRASA reserves the right to accept the whole or any part of any tender. |
| | 7 | After the cancellation of the tender process or the rejection of all tenders PRASA may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to tender at any time. |

Tenderer's obligations

The *tenderer* shall comply with the following obligations when submitting a tender and shall:

- | | | |
|---|----|---|
| Eligibility | 1 | Submit a tender only if the <i>tenderer</i> complies with the criteria stated in the Scope of work/ specification. |
| Cost of tendering | 2 | Accept that PRASA will not compensate the <i>tenderer</i> for any costs incurred in the preparation and submission of a tender. |
| Check documents | 3 | Check the <i>tender documents</i> on receipt, including pages within them, and notify PRASA's <i>Representative</i> of any discrepancy or omissions in writing. |
| Copyright of documents | 4 | Use and copy the documents provided by PRASA only for the purpose of preparing and submitting a tender in response to this invitation. |
| Standardised specifications and other publications | 5 | Obtain, as necessary for submitting a tender, copies of the latest revision of standardised specifications and other publications, which are not attached but which are incorporated into the <i>tender documents</i> by reference. |
| Acknowledge receipt | 6 | Preferably complete the Receipt of invitation to submit a tender form attached to the Letter of Invitation and return it within five days of receipt of the invitation. |
| | 7 | Acknowledge receipt of Addenda / Tender Briefing Notes to the <i>tender documents</i> , which PRASA's <i>Representative</i> may issue, and if necessary, apply for an extension to the <i>deadline for tender submission</i> , in order to take the Addenda into account. |
| Site visit and / or clarification meeting | 8 | Attend a site visit and/or clarification meeting at which <i>tenderers</i> may familiarise themselves with the proposed work, services or supply, location, etc. and raise questions, if provided for in the Scope of work/ specification. Details of the meeting are stated in the RFP document, <i>i-tender</i> website and CIDB website. |
| Seek clarification | 9 | Request clarification of the <i>tender documents</i> , if necessary, by notifying PRASA's <i>Representative</i> earlier than the <i>closing time for clarification of queries</i> . |
| Insurance | 10 | Be informed of the risk that needs to be covered by insurance policy. The <i>tenderer</i> is advised to seek qualified advice regarding insurance. |

- Pricing the tender**
- 11 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except VAT), and other levies payable by the successful *tenderer*. Such duties, taxes and levies are those applicable 14 days prior to the *deadline for tender submission*.
- 12 Show Value Added Tax (VAT) payable by PRASA separately as an addition to the tendered total of the prices.
- 13 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the *conditions of contract*.
- 14 State the rates and Prices in South African Rand unless instructed otherwise as an additional condition in the Scope of work/ specification. The selected *conditions of contract* may provide for part payment in other currencies.
- Alterations to documents**
- 15 Not make any alterations or an addition to the tender documents, except to comply with instructions issued by PRASA's *Representative* or if necessary to correct errors made by the *tenderer*. All such alterations shall be initialled by all signatories to the tender. Corrections may not be made using correction fluid, correction tape or the like.
- Alternative tenders**
- 16 Submit alternative tenders only if a main tender, strictly in accordance with all the requirements of the *tender documents* is also submitted. The alternative tender is submitted with the main tender together with a schedule that compares the requirements of the *tender documents* with the alternative requirements the *tenderer* proposes.
- 17 Accept that an alternative tender may be based only on the criteria stated in the Scope of work/ specification and as acceptable to PRASA.
- Submitting a tender**
- 18 Submit a tender for providing the whole of the works, services or supply identified in the Contract Data unless stated otherwise as an additional condition in the Scope of work/ specification.
- NOTE:**
- 19 **Return the completed and signed PRASA Tender Forms and SBD forms provided with the tender. Failure to submit all the required documentation will lead to disqualification**
- 20 **Submit the tender as an original plus 1 copy and an electronic version which should be contained in Memory Cards clearly marked in the Bidders name as stated in the RFP and provide an English translation for documentation submitted in a language**

other than English. Tenders may not be written in pencil but must be completed in ink.

- 21 Sign and initial the original and all copies of the tender where indicated. PRASA will hold the signatory duly authorised and liable on behalf of the *tenderer*.
- 22 Seal the original and each copy of the tender as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside PRASA's address and invitation to tender number stated in the Scope of work/ specification, **as well as the tenderer's name and contact address**. Where the tender is based on a two envelop system tenderers should further indicate in the package whether the document is **envelope / box 1 or 2**.
- 23 Seal original and copies together in an outer package that states on the outside only PRASA's address and invitation to tender number as stated in the Scope of work/ specification. The outer package should be marked "CONFIDENTIAL"
- 24 Accept that PRASA will not assume any responsibility for the misplacement or premature opening of the tender if the outer package is not sealed and marked as stated.

Note:

PRASA prefers not to receive tenders by post and takes no responsibility for delays in the postal system or in transit within or between PRASA offices.

PRASA prefers not to receive tenders by fax, PRASA takes no responsibility for difficulties in transmission caused by line or equipment faults.

Where tenders are sent via courier, PRASA takes no responsibility for tenders delivered to any other site than the tender office.

PRASA employees are not permitted to deposit a tender into the PRASA tender box on behalf of a tenderer, except those lodged by post or courier.

- Closing time**
- 25 Ensure that PRASA has received the tender at the stated address with the Scope of work / specification no later than the *deadline for tender submission*. Proof of posting will not be taken by PRASA as proof of delivery. PRASA will not accept a tender submitted telephonically, by

Fax, E-mail or by telegraph unless stated otherwise in the Scope of work/ specification.

- 26 Accept that, if PRASA extends the *deadline for tender submission* for any reason, the requirements of these Conditions of Tender apply equally to the extended deadline.
- Tender validity**
- 27 Hold the tender(s) valid for acceptance by PRASA at any time within the *validity period* after the *deadline for tender submission*.
- 28 Extend the *validity period* for a specified additional period if PRASA requests the *tenderer* to extend it. A *tenderer* agreeing to the request will not be required or permitted to modify a tender, except to the extent PRASA may allow for the effects of inflation over the additional period.
- Clarification of tender after submission**
- 29 Provide clarification of a tender in response to a request to do so from PRASA's *Representative* during the evaluation of tenders. This may include providing a breakdown of rates or Prices. No change in the total of the Prices or substance of the tender is sought, offered, or permitted except as required by PRASA's *Representative* to confirm the correction of arithmetical errors discovered in the evaluation of tenders. The total of the Prices stated by the *tenderer* as corrected by PRASA's *Representative* with the concurrence of the *tenderer*, shall be binding upon the *tenderer*
- Submit bonds, policies etc.**
- 30 If instructed by PRASA's *Representative* (before the formation of a contract), submit for PRASA's acceptance, the bonds, guarantees, policies and certificates of insurance required to be provided by the successful *tenderer* in terms of the *conditions of contract*.
- 31 Undertake to check the final draft of the contract provided by PRASA's *Representative* and sign the Form of Agreement all within the time required.
- 32 Where an agent on behalf of a principal submits a tender, an authenticated copy of the authority to act as an agent should be submitted with the tender.
- Fulfil BEE requirements**
- 33 Comply with PRASA's requirements regarding BBBEE Suppliers.

PRASA'S UNDERTAKINGS

PRASA, and PRASA's *Representative*, shall:

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| Respond to clarification | 1 | Respond to a request for clarification received earlier than the <i>closing time for clarification of queries</i> . The response is notified to all <i>tenderers</i> . |
| Issue Addenda | 2 | If necessary, issue to each <i>tenderer</i> from time to time during the period from the date of the Letter of Invitation until the <i>closing time for clarification of queries</i> , Addenda that may amend, amplify, or add to the <i>tender documents</i> . If a <i>tenderer</i> applies for an extension to the <i>deadline for tender submission</i> , in order to take Addenda into account in preparing a tender, PRASA may grant such an extension and PRASA's <i>Representative</i> shall notify the extension to all <i>tenderers</i> . |
| Return late tenders | 3 | Return tenders received after the <i>deadline for tender submission</i> unopened to the <i>tenderer</i> submitting a late tender. Tenders will be deemed late if they are not in the designated tender box at the date and time stipulated as the deadline for tender submission. |
| Non-disclosure | 4 | Not disclose to <i>tenderers</i> , or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tenders and recommendations for the award of a contract. |
| Grounds for rejection | 5 | Consider rejecting a tender if there is any effort by a <i>tenderer</i> to influence the processing of tenders or contract award. |
| Disqualification | 6 | Instantly disqualify a <i>tenderer</i> (and his tender) if it is established that the <i>tenderer</i> offered an inducement to any person with a view to influencing the placing of a contract arising from this invitation to tender. |
| Test for responsiveness | 7 | Determine before detailed evaluation, whether each tender properly received <ul style="list-style-type: none"> • meets the requirements of these Conditions of Tender, • has been properly signed, and • is responsive to the requirements of the <i>tender documents</i>. |
| | 8 | Judge a responsive tender as one which conforms to all the terms, conditions, and specifications of the <i>tender documents</i> without material deviation or qualification. A material deviation or qualification is one which, in PRASA 's opinion would <ul style="list-style-type: none"> • detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Contract Data, |

- change PRASA's or the *tenderer's* risks and responsibilities under the contract, or
 - affect the competitive position of other *tenderers* presenting responsive tenders, if it were to be rectified.
- Non-responsive tenders** 10 Reject a non-responsive tender and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.
- Arithmetical errors** 11 Check responsive tenders for arithmetical errors, correcting them as follows:
- Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
 - If a bill of quantities applies and there is a discrepancy between the rate and the line-item total, resulting from multiplying the rate by the quantity, the rate as quoted shall govern. Where there is an obviously gross misplacement of the decimal point in the rate, the line-item total as quoted shall govern, and the rate will be corrected.
 - Where there is an error in the total of the Prices, either as a result of other corrections required by this checking process or in the *tenderer's* addition of prices, the total of the Prices, if any, will be corrected.
- 12 Reject a tender if the *tenderer* does not accept the corrected total of the Prices (if any).
- Evaluating the tender** 13 Evaluate responsive tenders in accordance with the procedure stated in the RFP / Scope of work/ specification. The evaluated tender price will be disclosed only to the relevant PRASA tender committee and will not be disclosed to *tenderers* or any other person.
- Clarification of a tender** 14 Obtain from a *tenderer* clarification of any matter in the tender which may not be clear or could give rise to ambiguity in a contract arising from this tender if the matter were not to be clarified.
- Acceptance of tender** 15 Notify PRASA's acceptance to the successful *tenderer* before the expiry of the *validity period* or agreed additional period. Providing the notice of acceptance does not contain any qualifying statements, it will constitute the formation of a contract between PRASA and the successful *tenderer*.
- Notice to unsuccessful tenderers** 16 After the successful *tenderer* has acknowledged PRASA's notice of acceptance, notify other *tenderers* that their tenders have not been accepted, following PRASA's current procedures.

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| Prepare contract documents | 17 | <p>Revise the contract documents issued by PRASA as part of the <i>tender documents</i> to take account of:</p> <ul style="list-style-type: none"> • Addenda issued during the tender period; • inclusion of some of the <i>tender returnables</i>; and • other revisions agreed between PRASA and the successful <i>tenderer</i>, before the issue of PRASA's notice of acceptance (of the tender). |
| Issue final contract | 18 | <p>Issue the final contract documents to the successful <i>tenderer</i> for acceptance within one week of the date of PRASA's notice of acceptance.</p> |
| Sign Form of Agreement | 19 | <p>Arrange for authorised signatories of both parties to complete and sign the original and one copy of the Form of Agreement within two weeks of the date of PRASA's notice of acceptance of the tender. If either party requires the signatories to initial every page of the contract documents, the signatories for the other party shall comply with the request.</p> |
| Provide copies of the contracts | 20 | <p>Provide to the successful <i>tenderer</i> the number of copies stated in the Scope of work/ specification of the signed copy of the contracts within three weeks of the date of PRASA's acceptance of the tender.</p> |