

ANNEXURE A.3

CLAUSE BY CLAUSE COMPLIANCE TO SPECIFICATION

RFP NUMBER: HOAC-HO-36782

Category 3: Provision of office cleaning, gardening, grass cutting and weed control services at Balfour and Grootvlei for a period of thirty-six (36) months

The compliance response is to contain ONLY the following statement, “**Comply**” or “**Do not comply**”. Bidders Are To Refer to The Specifications (page 14-99 of the RFP) For Full Detailed scope of work for Provision of Office Cleaning, Gardening, Grass Cutting, Weed Control, Hygiene, Deep Cleaning and Pest Control Services at Various Areas Within the Central Region for A Period of Thirty-Six Months

FAILURE TO FULLY COMPLETE OR COMPLY WITH ANNEXURE A WILL BE REGARDED AS NON-COMPLIANCE.

Description (Clause)	Comply	Do not Comply	Remarks
<i>Cleaning service</i>			
1.4. General Service requirement			
1.4.1.			
1.4.2.			
1.4.3.			
1.4.4.			
1.4.5.			
1.4.6.			
1.4.7.			
1.4.8.			
1.4.9.			
1.4.10.			
1.4.11.			
1.4.12.			
1.4.13.			
1.4.14.			
1.4.15.			
1.4.16.			
1.4.17.			
1.4.18.			
1.5. Personnel requirements			
1.5.1.			
1.5.2.			
1.5.3.			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.5.4.			
1.5.5.			
1.5.6.			
1.5.7.			
1.6. Cleaning personnel			
1.6.1.			
1.6.2.			
1.6.3.			
1.6.4.			
1.6.5.			
1.7. Relief staff			
1.7.1.			
1.7.2.			
1.7.3.			
1.7.4.			
1.8. The Supervisor			
1.8.1.			
1.8.2.			
1.8.3.			
1.8.4.			
1.8.5.			
1.8.6.			
1.8.7.			
1.8.8.			
1.8.9.			
1.8.10.			
1.8.11.			
1.8.12.			
1.8.13.			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.8.14.			
1.8.15.			
1.8.16.			
1.9. Site Manager/Customer Service Manager			
1.9.1.			
1.9.2.			
1.9.3.			
1.10. Training			
1.10.1.			
1.10.2.			
1.10.3.			
1.10.4.			
1.11. Site File			
1.11.1.			
1.11.2.			
1.11.3.			
1.12. Orientation sessions			
1.12.1.			
1.12.2.			
1.13. Meetings			
1.13.1.			
1.13.2.			
1.13.3.			
1.14. General service requirements			
1.14.1.			
1.14.2.			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.14.3.			
1.14.4.			
1.14.5.			
1.14.6.			
1.14.7.			
1.15. Equipment			
1.15.1.			
1.15.2.			
1.15.3.			
1.15.4.			
1.15.5.			
1.15.6.			
1.16. Cleaning consumables			
1.16.1.			
1.16.2.			
1.16.3.			
1.16.4.			
1.17. Scope of service and schedule			
1.17.1			
1.17.2			
1.17.3			
1.17.4			
1.18. Cleaning of floor types			
1.18.1 Polished concrete floors			
1.18.1.1			
1.18.1.2			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.18.2 Tiles			
1.18.2.1			
1.18.2.2			
1.18.3 Terrazzo			
1.18.3.1			
1.18.3.2			
1.18.4 White or Coloured Rubbed Granite			
1.18.4.1			
1.18.5 Marble			
1.18.5.1			
1.18.5.2			
1.18.6 Thermo-Plastic (asphalt or Vinyl) Tiles			
1.18.6.1			
1.18.6.2			
1.18.6.3			
1.18.7 Quarry Tiles			
1.18.7.1			
1.18.7.2			
1.18.7.3			
1.18.8 Teak Block Floors			
1.18.8.1			
1.18.8.2			
1.18.9 Glazed Tiles			
1.18.9.1			
1.18.10 Linoleum			
1.18.10.1			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.18.11 Rubber Flooring			
1.18.11.1			
1.18.11.2			
1.18.11.3			
1.18.11.4			
1.18.11.5			
1.18.11.6			
1.18.12. Cork Flooring			
1.18.12.1			
1.18.12.2			
1.18.12.3			
1.18.12.4			
1.18.12.5			
1.18.12.6			
1.18.13 Painted Surface (Oil)			
1.18.13.1			
1.18.13.1.1			
1.18.13.1.2			
1.18.13.2			
1.18.13.2.1			
1.18.13.2.2			
1.18.13.2.3			
1.18.14 Stainless Steel			
1.18.14.1			
1.18.14.2			
1.18.14.3			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.18.15 Bronze Finishes			
1.18.15.1			
1.18.15.2			
1.18.16 Aluminium			
1.18.16.1			
1.18.17 Chrome Finishes			
1.18.17.1			
1.19. Windows and blinds			
1.19.1			
1.19.2			
1.19.3			
1.19.4			
1.19.5			
1.20. Doors			
1.20.1			
1.20.2			
1.20.3			
1.21. Walls and surfaces			
1.21.1			
1.21.2			
1.21.3			
1.21.4			
1.21.5			
1.22. Restrooms and ablution facilities:			
1.22.1			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.22.2			
1.22.3			
1.22.4			
1.22.5			
1.23. Equipment and appliances			
1.23.1			
1.24. Workstations			
1.24.1			
1.24.2			
1.25.Upholstery (suites, chairs, couches etc.)			
1.25.1			
1.26. Cleaning scope and schedule			
1.26.1			
1.26.2			
1.27.Carpet shampooing/Dry cleansing to be done quarterly			
1.27.1			
1.27.2			
1.27.3			
1.28.Strip and seal			
1.28.1			
1.29. Insurance			
1.29.1			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
1.30 List of Assets			
<i>1.30.3 Balfour and Grootvlei</i>			
Gardening Services			
2.1. AREAS TO BE CLEANED AND DUTIES			
2.1.1.			
2.2 Garden Services			
2.2.1			
2.2.2			
2.2.3			
2.2.4			
2.2.5			
2.2.6			
2.2.7			
2.2.8			
2.2.9			
2.2.10			
2.2.11			
2.2.12			
2.2.13			
2.2.14			
2.3 Supervision			
2.3.1			
2.3.2			
2.3.3			
2.3.4			
2.4.Equipment/Materials/Consumables			
2.4.1			
2.4.2			
2.4.3			
2.4.4			

Respondent's Signature

Date & Company Stamp

Description (Clause)	Comply	Do not Comply	Remarks
2.4.5			
2.4.6			
2.4.7			
2.5 Staff Requirements/Working Hours			
2.5.1			
2.5.2			
2.6 Uniform Clothing			
2.6.1			
2.7. Site Books			
2.7.1			
2.7.2			
2.7.3			
2.8. Terms Of Contract			
2.8.1			
2.9 SHE Compliance			
29.1			
2.10 Breach Of Contract			
2.10.1			
2.11 List Of Assets			
2.11.3 <i>Balfour and Grootvlei</i>			

FAILURE TO COMPLY 100% WITH SPECIFICATIONS WILL LEAD TO DISQUALIFICATION.

BIDDERS MUST COMPLY WITH ALL LINE ITEMS.

Respondent's Signature

Date & Company Stamp