



## **Transnet Freight Rail**

an Operating Division of **TRANSNET SOC LTD**

[hereinafter referred to as **Transnet**]

[Registration No. 1990/000900/30]

## **REQUEST FOR PROPOSAL [RFP] [SERVICES]**

**FOR THE PROVISION OF: FOR THE SUPPLY, DELIVERY AND OPERATE EARTHMOVING EQUIPMENT FOR SERVICE ROAD MAINTENANCE IN PYRAMID SOUTH & LEPHALALE ON AS AN AND WHEN REQUIRED FOR PERIOD OF 12 MONTHS**

<b>RFP NUMBER</b>	<b>HOACMR-PRC-41544</b>
<b>ISSUE DATE:</b>	<b>26 JUNE 2023</b>
<b>CLOSING DATE:</b>	<b>29 JUNE 2023</b>
<b>CLOSING TIME:</b>	<b>12H00 PM</b>
<b>BID VALIDITY PERIOD:</b>	<b>90 BUSINESS DAYS FROM CLOSING DATE (10 NOVEMBER 2023)</b>

### **Note to the bidders:**

*Bidders are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Bidder can upload 30mb per upload and multiple uploads are permitted.*

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**SECTION 1: SBD1 FORM****PART A****INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF TRANSNET FREIGHT RAIL A DIVISION TRANSNET SOC LTD</b>							
BID NUMBER:	ERACMR-PRC-41665	ISSUE DATE:	26 JUNE 2023	CLOSING DATE:	29 JUNE 2023	CLOSING TIME:	12H00PM
E-TENDER NUMBER:							
DESCRIPTION:	FOR THE SUPPLY, DELIVERY AND OPERATE EARTHMOVING EQUIPMENT FOR SERVICE ROAD MAINTENANCE IN PYRAMID SOUTH & LEPHALALE ON AS AN AND WHEN REQUIRED FOR PERIOD OF 12 MONTHS						
<b>BID RESPONSE DOCUMENTS SUBMISSION</b>							
<b>RESPONDENTS ARE TO UPLOAD THEIR BID RESPONSE PROPOSALS ONTO THE TRANSNET SYSTEM AGAINST EACH TENDER SELECTED</b> (please refer to section 2, paragraph 3 for a detailed process on how to upload submissions): <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a>							
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>				<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>			
CONTACT PERSON	MICHAEL RAMUSANDIWA			CONTACT PERSON	MICHAEL RAMUSANDIWA		
TELEPHONE NUMBER	012 315 2137			TELEPHONE NUMBER	012 315 2137		
FACSIMILE NUMBER	NOT APPLICABLE			FACSIMILE NUMBER	NOT APPLICABLE		
E-MAIL ADDRESS	MICHAEL.RAMUSANDIWA@TRANSNET.NET			E-MAIL ADDRESS	MICHAEL.RAMUSANDIWA@TRANSNET.NET		
<b>SUPPLIER INFORMATION</b>							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE		NUMBER				
CELLPHONE NUMBER							
FACSIMILE NUMBER	CODE		NUMBER				
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		<b>OR</b>	CENTRAL SUPPLIER DATABASE	UNIQUE REGISTRATION REFERENCE NUMBER: MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED FOR PURPOSES OF COMPLIANCE WITH THE B-BBEE ACT]</b>							
<b>1</b> ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		<b>2</b> ARE YOU A FOREIGN BASED SUPPLIER FOR <b>THE GOODS /SERVICES /WORKS OFFERED?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER QUESTIONNAIRE BELOW ]		

Respondent's Signature

Date &amp; Company Stamp

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

- IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
- IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 BELOW.**

**PART B****TERMS AND CONDITIONS FOR BIDDING****1. TAX COMPLIANCE REQUIREMENTS**

- 1.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 1.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 1.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 1.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 1.5 IN BIDS WHERE UNINCORPORATED CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 1.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

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

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

(Proof of authority must be submitted e.g. company resolution)

DATE: \_\_\_\_\_

**SECTION 2: NOTICE TO BIDDERS****1 INVITATION TO BID**

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, Respondent** or **Bidder**].

<b>DESCRIPTION</b>	for the supply, delivery and operate earthmoving equipment for service road maintenance in Pyramid South & Lephalale on as an and when required for period of 12 months
<b>TENDER ADVERT</b>	All Transnet tenders are advertised on the National Treasury's e-Tender Publication Portal and the Transnet website. Should one of these media (i.e. National Treasury's e-Tender Publication Portal or Transnet website) not be available, bidders are advised to check on the other media for advertised tenders.
<b>RFP DOWNLOADING</b>	<p>This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at <a href="http://www.etenders.gov.za">www.etenders.gov.za</a> free of charge.</p> <p>To download RFP and Annexures:</p> <ul style="list-style-type: none"> <li>• Click on "Tender Opportunities";</li> <li>• Select "Advertised Tenders";</li> <li>• In the "Department" box, select Transnet SOC Ltd.</li> </ul> <p>Once the tender has been located in the list, click on the "Tender documents" tab and process to download all uploaded documents.</p> <p>The RFP may also be downloaded from the Transnet Portal at <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a> (please use <b>Google Chrome</b> to access Transnet link/site) free of charge (<i>refer to section 2, paragraph 3 below for detailed steps</i>)</p>
<b>COMMUNICATION</b>	<p>Transnet will publish the outcome of this RFP on the National Treasury e-tender portal and Transnet website with 10 days after the award has been finalised. All unsuccessful bidders have a right to request for reasons for their bid not being successful. This requested must be directed to the contact person stated in the SBD 1 form</p> <p>Any addenda to the RFP or clarifications will be published on the e-tender portal and Transnet website. Bidders are required to check the e-tender portal or Transnet website prior to finalising their bid submissions for any changes or clarifications to the RFP.</p> <p>Transnet will not be held liable if Bidders do not receive the latest information regarding this RFP with the possible consequence of either being disadvantaged or disqualified as a result thereof.</p>
<b>BRIEFING SESSION</b>	<p>No</p> <p>Refer to paragraph 2 for details.</p>
<b>CLOSING DATE</b>	<p><b>12h00 PM on Thursday, 29 June 2023</b></p> <p>Bidders must ensure that bids are uploaded timeously onto the system.</p> <p>As a general rule, if a bid is late, it will not be accepted for consideration.</p> <p><b><i>Bidders are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Bidder can upload 30mb per upload and multiple uploads are permitted.</i></b></p>

<b>VALIDITY PERIOD</b>	<p><b>90 Business Days from Closing Date (10 November 2023)</b></p> <p>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. However, once the adjudication body has approved the process and award of the business to the successful bidder(s), the validity of the successful bidder(s)' bid will be deemed to remain valid until a final contract has been concluded.</p> <p>Should a bidder fail to respond to a request for extension of the validity period before it expires, that bidder will be excluded from tender process.</p> <p>With regard to the validity period of next highest ranked bidders, please refer to Section 2, paragraph 10.12</p>
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Any additional information or clarification will be published on the e-Tender portal and Transnet website, if necessary.

## 2 FORMAL BRIEFING

A formal briefing session will not be held but should Respondents have specific queries they should email these to the Transnet employee(s) indicated in paragraph 6 [Communication] below.

## 3 PROPOSAL SUBMISSION

Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

a) The Transnet e-Tender Submission Portal can be accessed as follows:

- Log on to the Transnet eTenders management platform website/ Portal ([transnetetenders.azurewebsites.net](https://transnetetenders.azurewebsites.net)) Please use **Google Chrome** to access Transnet link/site);
- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- No late submissions will be accepted. The bidder guide can be found on the Transnet Portal [transnetetenders.azurewebsites.net](https://transnetetenders.azurewebsites.net)

## 4 RFP INSTRUCTIONS

- 4.1 Please sign documents [sign, stamp and date the bottom of each page] before uploading them on the system. The person or persons signing the submission must be legally authorised by the respondent to do so.
- 4.2 **All returnable documents tabled in the Proposal Form [Section 5] must be returned with proposals.**
- 4.3 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.
- 4.4 Any additional conditions must be embodied in an accompanying letter. Subject only to clause 15 [Alterations made by the Respondent to Bid Prices] of the General Bid Conditions, paragraph 12 below

(Legal Review) and Section 6 of the RFP, alterations, additions or deletions must not be made by the Respondent to the actual RFP documents.

## 5 JOINT VENTURES OR CONSORTIUMS

Respondents who would wish to respond to this RFP as a Joint Venture **[JV]** or consortium with B-BBEE entities, must state their intention to do so in their RFP submission. Such Respondents must 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 at the time of the bid submission such a JV or consortium agreement has not been concluded, the partners must submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by Transnet through this RFP process. This written confirmation must 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 Transnet.

Respondents are to note that for the purpose of Evaluation, a JV will be evaluated based on one consolidated B-BBEE score card (a consolidated B-BBEE Status Level verification certificate) as per the B-BBEE Preferential Procurement Regulations, 2022 preference point scoring.

## 6 COMMUNICATION

- 6.1 For specific queries relating to this RFP, an RFP Clarification Request Form should be submitted onto the system and to **[Michael Ramusandiwa – michael.ramusandiwa@transnet.net]** before **12h00 on 28 June 2023**, substantially in the form set out in Section 8 hereto. In the interest of fairness and transparency, Transnet's response to such a query will be published on the e-tender portal and Transnet website.
- 6.2 After the closing date of the RFP, a Respondent may only communicate with **Prudence Nkabinde**, at telephone number **011 584 0679**, email **prudence.nkabinde@transnet.net** on any matter relating to its RFP Proposal.
- 6.3 Respondents are to note that changes to its submission will not be considered after the closing date.
- 6.4 It is prohibited for Respondents to attempt, either directly or indirectly, to canvass any officer or employee of Transnet in respect of this RFP between the closing date and the date of the award of the business.
- 6.5 Respondents found to be in collusion with one another will be automatically disqualified and restricted from doing business with organs of state for a specified period.
- 6.6 Transnet will publish the outcome of this RFP in the National Treasury e-tender portal and Transnet website with 10 days after the award has been finalised. Respondents are required to check the National Treasury e-tender Portal and Transnet website for the results of the tender process. All unsuccessful bidders have a right to request Transnet to furnish individual reasons for their bid not being successful. This requested must be directed to the contact person stated in the SBD 1 form

## 7 CONFIDENTIALITY

All information related to this RFP is to be treated with strict confidence. In this regard Respondents 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 related to this RFP or the subsequent contract, written approval must be obtained from Transnet.

**8 COMPLIANCE**

The successful Respondent [hereinafter referred to as the **[Service provider]**] shall be in full and complete compliance with any and all applicable laws and regulations.

**9 EMPLOYMENT EQUITY ACT**

Respondents must comply with the requirements of the Employment Equity Act 55 of 1998 applicable to it including (but not limited to) Section 53 of the Employment Equity Act.

**10 DISCLAIMERS**

Respondents are hereby advised that Transnet is not committed to any course of action as a result of its issuance of this RFP and/or its receipt of Proposals. In particular, please note that Transnet reserves the right to:

- 10.1 modify the RFP's Goods/Services and request Respondents to re-bid on any such changes;
- 10.2 reject any Proposal which does not conform to instructions and specifications which are detailed herein;
- 10.3 disqualify Proposals submitted after the stated submission deadline [closing date];
- 10.4 award a contract in connection with this Proposal at any time after the RFP's closing date;
- 10.5 award a contract for only a portion of the proposed Goods/Services which are reflected in the scope of this RFP;
- 10.6 split the award of the contract between more than one Supplier/Service provider, should it at Transnet's discretion be more advantageous in terms of, amongst others, cost or developmental considerations;
- 10.7 cancel the bid process;
- 10.8 validate any information submitted by Respondents in response to this bid. This would include, but is not limited to, requesting the Respondents to provide supporting evidence. By submitting a bid, Respondents hereby irrevocably grant the necessary consent to Transnet to do so;
- 10.9 request audited financial statements or other documentation for the purposes of a due diligence exercise;
- 10.10 not accept any changes or purported changes by the Respondent to the bid rates after the closing date and/or after the award of the business, unless the contract specifically provided for it;
- 10.11 to cancel the contract and/request that National Treasury place the Respondent on its Database of Restricted Suppliers for a period not exceeding 10 years, on the basis that a contract was awarded on the strength of incorrect information furnished by the Respondent or on any other basis recognised in law;
- 10.12 to award the business to the next ranked bidder, provided that he/she is still prepared to provide the required Goods at the quoted price, should the preferred bidder fail to sign or commence with the contract within a reasonable period after being requested to do so. Under such circumstances, the validity of the bids of the next ranked bidder(s) will be deemed to remain valid, irrespective of whether the outcome of the tender has been published the outcome of the bid process on the National Treasury e-tender Portal and Transnet website. Bidders may therefore be requested to advise whether they would still be prepared to provide the required Goods at their quoted price.

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



**11 LEGAL REVIEW**

A Proposal submitted by a Respondent will be subjected to review and acceptance or rejection of its proposed contractual terms and conditions by Transnet's Legal Counsel, prior to consideration for an award of business. A material deviation from the Standard terms or conditions could result in disqualification.

**12 SECURITY CLEARANCE**

Acceptance of this bid could be subject to the condition that the Successful Respondent, its personnel providing the Goods/Services and its subcontractor(s) must obtain security clearance from the appropriate authorities to the level of **CONFIDENTIAL/ SECRET/TOP SECRET**. Obtaining the required clearance is the responsibility of the Successful Respondent. Acceptance of the bid is also subject to the condition that the Successful Respondent will implement all such security measures as the safe performance of the contract may require.

**13 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE**

Respondents 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. Respondents must register on the CSD prior to submitting their bids. Business may not be awarded to a Respondent who has failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD.

**14 TAX COMPLIANCE**

Respondents must be compliant when submitting a proposal to Transnet 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) and Value Added Tax Act, 1991 (Act No. 89 of 1991).

It is a condition of this bid that the tax matters of the successful Respondents be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the Respondents tax obligations.

The Tax Compliance status requirements are also applicable to foreign Respondents/ individuals who wish to submit bids.

Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database.

**Transnet urges its clients, suppliers and the general public to report any fraud or corruption to**

**TIP-OFFS ANONYMOUS:**

 **Ethics Helpdesk (Pty) Ltd.**  
Ethics Management System™

You can choose to be **Anonymous** or **Non-Anonymous** on ANY of the platforms  
**PLEASE RETAIN YOUR REFERENCE NUMBER**

				
	<b>AI Voice Bot "Jack"</b> Speak to our AI Voice Chat Bot "JACK", you converse with him like chatting to a human, with the option to record a message and speak to an agent at anytime.	<b>What's App</b> Speak to an Agent via What's App.	<b>Speak to an Agent</b> Speak to an Agent via the platform with no call or data charge	<b>Telegram</b> Speak to an Agent via Telegram
 <b>0800 003 056</b>	 <b>086 551 4153</b>	 <b>reportit@ethicshelpdesk.com</b>	 <b>*120*0785980808#</b>	

### **SECTION 3: BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS**

#### **1 BACKGROUND**

In May 2021, the Koedoespoort Infrastructure Maintenance Depot requested the Geotechnical Rail Network Technical office to conduct an investigation into the formation problems on the railway line, between Matlabas and Elisrus between km 97 to 98 for the reason that there was a heavy rainfall that caused the cutting material on the slope to erode and land on the track which resulted in water ponding on the track and on the side of the track.

Thereafter, the action taken was to clear side drains and remove heaps of soil to enable side drainage and to install gabion baskets to retain the slopes of the cutting which has been done in the previous financial year, 22/23. Then geotechnical report received from Technical Office indicated that the affected track formation is 500m long and 450mm depth and since that incident happened, the depot introduced a 15km/h temporary speed restriction to ensure that the network is safe for the passage of trains

#### **2 EXECUTIVE OVERVIEW**

Whereas Transnet is seeking a partner(s) to provide solutions for its Earthmoving plant regionally, it also seeks to improve its current processes for providing these Services to its end user community throughout its locations.

The selected Service provider(s) must share in the mission and business objectives of Transnet. These mutual goals will be met by meeting contractual requirements and new challenges in an environment of teamwork, joint participation, flexibility, innovation and open communications. In this spirit of partnership, Transnet and its Service provider(s) will study the current ways they do business to enhance current practices and support processes and systems. Such a partnership will allow Transnet to reach higher levels of quality, service and profitability.

Specifically, Transnet seeks to benefit from this partnership in the following ways:

- 2.1 Transnet 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 Transnet must achieve appropriate availability that meets user needs while reducing costs for both Transnet and the chosen Service provider(s).
- 2.3 Transnet must receive proactive improvements from the Service provider with respect to provision of Services and related processes.
- 2.4 Transnet's overall competitive advantage must be strengthened by the chosen Service provider's leading edge technology and service delivery systems.
- 2.5 Transnet end users must be able to rely on the chosen Service provider's personnel for service enquiries, recommendations and substitutions.
- 2.6 Transnet must reduce costs by streamlining its acquisition of Services, including managed service processes on a Group basis.

#### **3 SCOPE OF REQUIREMENTS**

- 3.1 For the supply, delivery and operate earthmoving equipment for Lephalale formation rehabilitation.
- 3.2 Refer to Annexure B for detailed Work Specification.

**4 GREEN ECONOMY / CARBON FOOTPRINT**

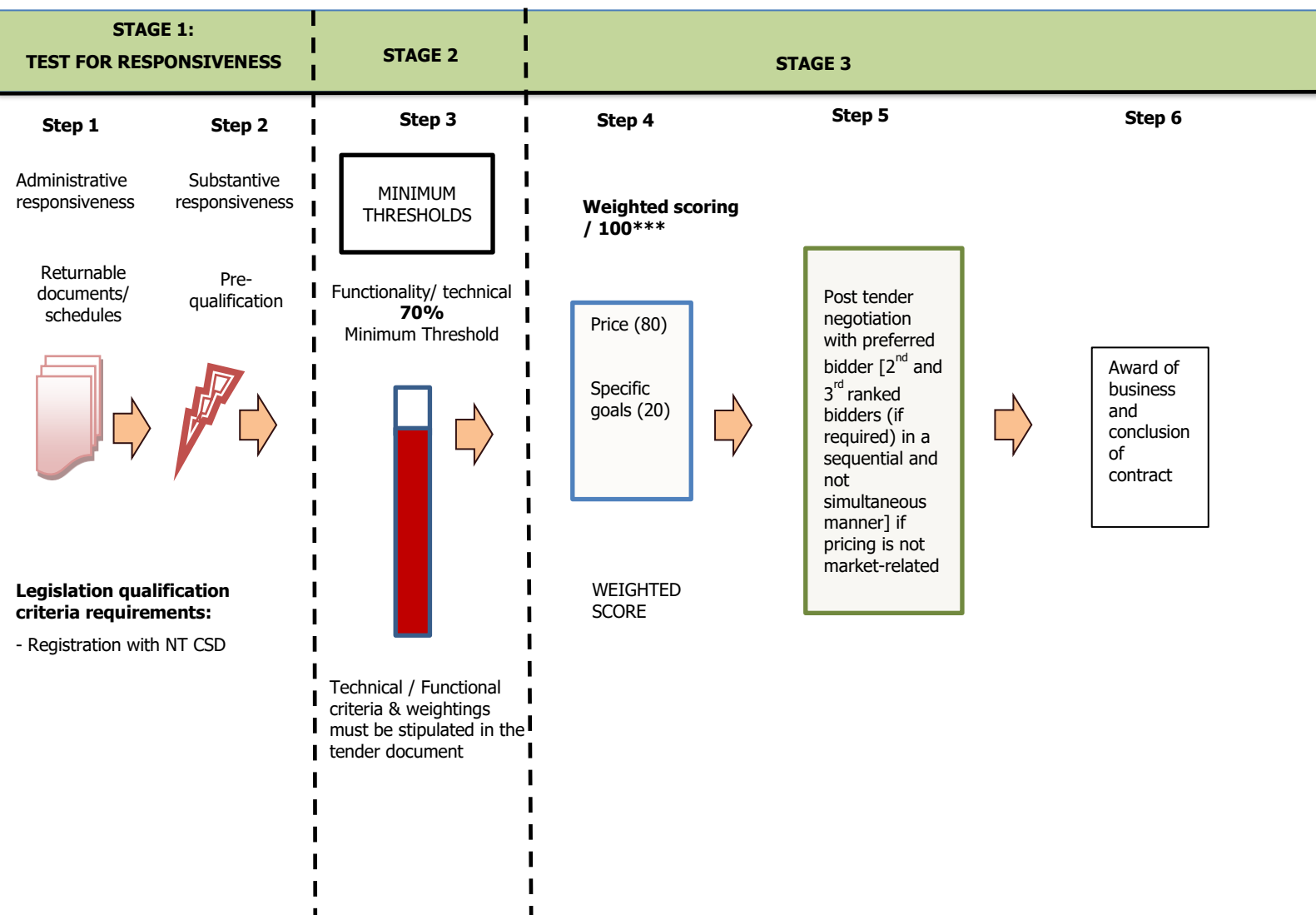
Transnet wishes to have an understanding of your company's position with regard to environmental commitments, including key environmental characteristics such as waste disposal, recycling and energy conservation. *Please submit details of your entity's policies in this regard.*

**5 GENERAL SERVICE PROVIDER OBLIGATIONS**

- 5.1 The Service provider(s) shall be fully responsible to Transnet for the acts and omissions of persons directly or indirectly employed by them.
- 5.2 The Service provider(s) must comply with the requirements stated in this RFP.

**6 EVALUATION METHODOLOGY**

Transnet will utilise the following methodology and criteria in selecting a preferred Service provider:



NB: Evaluation of the various stages will normally take place in a sequential manner. However, in order to expedite the process, Transnet reserves the right to conduct the different steps of the evaluation process in parallel. In such instances the evaluation of bidders at any given stage must not be interpreted to mean that bidders have necessarily passed any previous stage(s).

**6.1 STEP ONE: Test for Administrative Responsiveness**

The test for administrative responsiveness will include the following:

Administrative responsiveness check	RFP Reference
<ul style="list-style-type: none"> <li>Whether the Bid has been lodged on time</li> </ul>	<i>Section 2 paragraph 3</i>
<ul style="list-style-type: none"> <li>Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time</li> </ul>	<i>Section 5</i>
<ul style="list-style-type: none"> <li>Verify the validity of all returnable documents</li> </ul>	<i>Section 5</i>
<ul style="list-style-type: none"> <li>Verify if the Bid document has been duly signed by the authorised respondent</li> </ul>	<i>All sections</i>

***The test for administrative responsiveness [Step One] must be passed for a Respondent's Proposal to progress to Step Two for further pre-qualification***

**6.2 STEP TWO: Test for Substantive Responsiveness to RFP**

The test for substantive responsiveness to this RFP will include the following:

Check for substantive responsiveness	RFP Reference
<ul style="list-style-type: none"> <li>Whether any general and legislation qualification criteria set by Transnet, have been met</li> </ul>	<i>All sections including: Section 2 paragraphs, 2.2, 6.</i>
<ul style="list-style-type: none"> <li>Whether the Bid contains a priced offer as prescribed in the pricing and delivery schedule (All items must be priced 100%)</li> </ul>	<i>Section 4</i>
<ul style="list-style-type: none"> <li>Registration on the National Treasury Central Supplier Database (CSD)</li> </ul>	<i>Section 2, paragraph 13</i>

***The test for substantive responsiveness [Step Two] must be passed for a Respondent's proposal to progress to Step Three for further evaluation***

**6.3 STEP THREE: Minimum Threshold 70% for Technical Criteria**

The test for the Technical and Functional threshold will include the following:

Quality Criteria	Weighting points	Scoring Guideline
<b>Operational experience:</b>		
<p>Tenderers must submit the number of projects awarded/completed where earthmoving equipment was provided.</p> <p>Proof to be submitted in the form of award letters and/or purchase orders and/or reference letters and/or completion certificates.</p>	<b>20%</b>	<p>3 or more projects awarded/completed for the provision of plant machinery = 3 points (20%)</p> <p>2 projects awarded/completed for the provision of plant machinery = 2 points (13%)</p> <p>1 project awarded/completed for the provision of plant machinery= 1 point (6%)</p> <p>No projects awarded/completed for the provision of plant machinery or no experience submitted= 0 points (0%)</p>

Quality Criteria	Weighting points	Scoring Guideline
<b>Availability of equipment:</b>		
<p>Tenderers to submit the availability of different types of plant machinery required to execute the work. Bidder to indicate equipment available via subcontracting, leasing or ownership. The age of equipment to be deployed, should not be older than 10 years.</p> <p>Note: The evaluation will be done per Price schedule/area if the tenderer is bidding for more than one Price schedule/area, they will be evaluated per Price schedule/area work and will consider accumulative number of points.</p>	<b>60%</b>	<p><u>Scoring if bidding for one Price schedule/area:</u> 100% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 3 points (60%)</p> <p>90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 2 points (40%)</p> <p>&lt;90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 1 point (20%)</p> <p>The tenderer has submitted no information or inadequate information to determine a score = 0 points (0%)</p> <p><u>Scoring if bidding for more than one Price schedule/area (6 Price schedules/areas):</u> 100% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 3 points (10%)</p> <p>90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 2 points (7%)</p> <p>&lt;90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years = 1 point (3%)</p> <p>The tenderer has submitted no information or inadequate information to determine a score = 0 points (0%)</p>
<b>Lead time:</b>		
<p>Lead time to deliver, Indicate the number of days for delivery of the equipment to site from date of Letter of Award accepted or Purchase order issued.</p> <p>Note: The evaluation will be done per Price schedule/area if the tenderer is bidding for more than one Price schedule/area, they will be evaluated per Price schedule/area work and will consider accumulative number of points.</p>	<b>20%</b>	<p><u>Scoring if bidding for one Price schedule/area:</u> Equipment delivered to site in 2 days = 3 points (20%)</p> <p>Equipment delivered to site in 3 days = 2 points (13%)</p> <p>Equipment delivered to site in 4 days = 1 point (7%)</p> <p>Equipment delivered to site in more than 4 days = 0 points (0%)</p> <p><u>Scoring if bidding for more than one Price schedule/area (6 Price Schedules/areas):</u> Equipment delivered to site in 2 days = 3 points (3%)</p> <p>Equipment delivered to site in 3 days = 2 points (2%)</p> <p>Equipment delivered to site in 4 days = 1 point (1%)</p> <p>Equipment delivered to site in more than 4 days = 0 points (0%)</p>

**\* All percentages shown in the scoring guidelines in the above-mentioned table on pages 12 and 13 has been rounded off.**

*Respondents must complete and submit **Annexure A** which include a Technical Questionnaire. A Respondent's compliance with the minimum functionality/technical threshold will be measured by their responses to Annexure A.*

*Respondents are to note that Transnet will round off final technical scores to the nearest 2 (two) decimal places for the purposes of determining whether the technical threshold has been met.*

***The minimum threshold for technical/functionality [Step Three] must be met or exceeded for a Respondent's Proposal to progress to Step Four for final evaluation***

#### 6.4 STEP FOUR: Evaluation and Final Weighted Scoring

##### a) Price Criteria [Weighted score 80 points]:

Evaluation Criteria	RFP Reference
• Commercial offer	Section 4

Transnet will utilise the following formula in its evaluation of Price:

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

Where:

$Ps$  = Score for the Bid under consideration  
 $Pt$  = Price of Bid under consideration  
 $Pmin$  = Price of lowest acceptable Bid

##### b) Specific Goals [Weighted score 20 points]

- Specific goals claim form
- Preference points will be awarded to a bidder for attaining the specific goals requirements in accordance with the table indicated in Section 9 Table 3.2 of the specific goals Claim Form.

#### 6.5 SUMMARY: Applicable Thresholds and Final Evaluated Weightings

Thresholds	Minimum Threshold
Technical / functionality	70%

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals - Scorecard	20
<b>TOTAL SCORE:</b>	<b>100</b>

**6.6 STEP FIVE: Post Tender Negotiations (if applicable)**

- Respondents are to note that Transnet may not award a contract if the price offered is not market-related. In this regard, Transnet reserves the right to engage in PTN with the view to achieving a market-related price or to cancel the tender. Negotiations will be done in a sequential manner i.e.:
  - first negotiate with the highest ranked bidder or cancel the bid, should such negotiations fail,
  - negotiate with the 2nd and 3rd ranked bidders (if required) in a sequential manner.
- In the event of any Respondent being notified of such short-listed/preferred bidder status, his/her bid, as well as any subsequent negotiated best and final offers (BAFO), will automatically be deemed to remain valid during the negotiation period and until the ultimate award of business.
- Should Transnet conduct post tender negotiations, Respondents will be requested to provide their best and final offers to Transnet based on such negotiations. Where a market related price has been achieved through negotiation, the contract will be awarded to the successful Respondent(s).

**6.7 STEP SIX: Award of business and conclusion of contract**

- Immediately after approval to award the contract has been received, the successful bidder(s) will be informed of the acceptance of his/their Bid by way of a Letter of Award. Thereafter the final contract will be concluded with the successful Respondent(s).
- A final contract will be concluded and entered into with the successful Bidder at the acceptance of a letter of award by the Respondent.

**SECTION 4: PRICING AND DELIVERY SCHEDULE***Respondents are required to complete the table below:*

Item	Description	Unit	Quantity	Unit Price (ZAR)	Total Price
<b>PYRAMID SOUTH</b>					
<b>1</b>	<b>TLB 4x4</b>				
1.1	4X TLB Establishment	Sum	1		
1.2	4 XTLB De-Establishment	sum	1		
1.3	Hire of TLB (4x4) rental normal hours	Hours	720		
<b>2</b>	<b>Tipper Truck 12m<sup>3</sup></b>				
2.1	3 x Establishment	Sum	1		
2.2	3 x De-Establishment	Sum	1		
2.3	Hire of Tipper truck rental normal hours	Hours	360		
<b>3</b>	<b>Tipper Truck 12m<sup>3</sup></b>				
3.1	3 x Establishment	Sum	1		
3.2	3 x De-Establishment	Sum	1		
3.3	Hire of Tipper truck rental normal time	Hours	360		
<b>4</b>	<b>Grader 140</b>				
4.1	4 x Establishment	Sum	1		
4.2	4 x De-Establishment	Sum	1		
4.3	Hire of Grader140 rental normal hours	Hours	720		
	<b>TOTAL PRICE, exclusive of VAT:</b>				
	<b>VAT 15% (if applicable)</b>				
	<b>Total Inclusive of VAT (where applicable)</b>				

<b>LEPHALALE</b>					
<b>5</b>	<b>TLB 4 x 4</b>				
5.1	4 x Establishment	Sum	1		
5.2	4 x De-Establishment	Sum	1		
5.3	Hire of TLB 4 x 4 rental normal hours	Hours	720		
<b>6</b>	<b>Tipper Truck 12m<sup>3</sup></b>				
6.1	3 x Establishment	Sum	1		
6.2	3 x De-Establishment	Sum	1		

Respondent's Signature

Date &amp; Company Stamp



6.3	Hire of Tipper truck rental normal hours	Hours	360		
7	<b>Tipper Truck 12m<sup>3</sup></b>				
7.1	3 x Establishment	Sum	1		
7.2	3 x De-Establishment	Sum	1		
7.3	Hire of Tipper truck rental normal hours	Hours	360		
8	<b>Grader 140</b>				
8.1	4 x Establishment	Each	1		
8.2	4x De-Establishment	Each	1		
8.3	Hire of Grader 140 truck rental normal Hours	Hours	720		
	<b>TOTAL PRICE, exclusive of VAT:</b>				
	<b>VAT 15% (if applicable)</b>				
	<b>Total Inclusive of VAT (where applicable)</b>				

*Respondents are to note that Transnet will round off final pricing scores to the nearest 2 (two) decimal places.*

#### Notes to Pricing:

- a) Respondents are to note that if the price offered by the highest scoring bidder is not market-related, Transnet may not award the contract to that Respondent. Transnet may-
  - (i) negotiate a market-related price with the Respondent scoring the highest points or cancel the RFP;
  - (ii) if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points or cancel the RFP;
  - (iii) if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points or cancel the RFP.

If a market-related price is not agreed with the Respondent scoring the third highest points, Transnet must cancel the RFP.
- b) Prices must be quoted in South African Rand inclusive of VAT.
- c) **Respondents do not have to price all Price Schedules but are required to price all items per Price Schedule. Failure to price all items per Price Schedule will result in the Respondents' disqualification.**
- d) **Transnet will evaluate each Price Schedule separately. The award will be made per Price Schedule to the highest scoring bidder of each Price Schedule.**
  - a) Any disbursement not specifically priced for will not be considered/accepted by Transnet.
  - b) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this pricing schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.
  - c) Prices are to be quoted on a delivered basis to various areas as stipulated in the Pricing and delivery schedule.

- d) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.
- e) Respondents, if awarded the contract, are required to indicate that their prices quoted would be kept firm and fixed for the contract duration. [Not to be confused with bid validity period Section 2, clause 1]

YES	
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## 1. DISCLOSURE OF CONTRACT INFORMATION

### PRICES TENDERED

Respondents are to note that, on award of business, Transnet is required to publish the tendered prices of the successful and unsuccessful Respondents *inter alia* on the National Treasury e-Tender Publication Portal, ([www.etenders.gov.za](http://www.etenders.gov.za)), as required per National Treasury Instruction Note 01 of 2015/2016.

### JOHANNESBURG STOCK EXCHANGE DEBT LISTING REQUIREMENTS

Transnet may also be required to disclose information relating to the subsequent contract i.e. the name of the company, goods/services provided by the company, the value and duration of the contract, etc. in compliance with the Johannesburg Stock Exchange (JSE) Debt Listing Requirements.

### DOMESTIC PROMINENT INFLUENTIAL PERSONS (DPIP) OR FOREIGN PROMINENT PUBLIC OFFICIALS (FPPO)

Transnet is free to procure the services of any person within or outside the Republic of South Africa in accordance with applicable legislation. Transnet shall not conduct or conclude business transactions, with any Respondents without having:

- Considered relevant governance protocols;
- Determined the DPIP or FPPO status of that counterparty; and
- Conducted a risk assessment and due diligence to assess the potential risks that may be posed by the business relationship.

As per the Transnet Domestic Prominent Influential Persons (DPIP) and Foreign Prominent Public Officials (FPPO) and Related Individuals Policy available on Transnet website <https://www.transnet.net/search/pages/results.aspx?k=FPIDP#k=DPIP>, Respondents are required to disclose any commercial relationship with a DPIP or FPPO (as defined in the Policy) by completing the following section:

The below form contains personal information as defined in the Protection of Personal Information Act, 2013 (the "Act"). By completing the form, the signatory consents to the processing of her/his personal information in accordance with the requirements of the Act. Consent cannot unreasonably be withheld.					
<b>Is the Respondent</b> (Complete with a "Yes" or "No")					
<b>A DPIP/FPPO</b>		<b>Closely Related to a DPIP/FPPO</b>		<b>Closely Associated to a DPIP/FPPO</b>	
<b>List all known business interests, in which a DPIP/FPPO may have a direct/indirect interest or significant participation or involvement.</b>					
No	Name of Entity / Business	Role in the Entity / Business (Nature of interest/ Participation)	Shareholding %	Registration Number	Status (Mark the applicable option with an X) <b>Active</b> <b>Non-Active</b>

1						
2						
3						

Respondents declaring a commercial relationship with a DPIIP or FPPO are to note that Transnet is required to annually publish on its website a list of all business contracts entered into with DPIIP or FPPO. This list will include successful Respondents, if applicable.

## 2. "AS AND WHEN REQUIRED" CONTRACTS

- 2.1 Purchase orders will be placed on the Service provider(s) from time to time as and when Services are required.
- 2.2 Transnet reserves the right to place purchase orders until the last day of the contract for deliveries to be effected, within the delivery period / lead time specified, beyond the expiry date of the contract under the same terms and conditions as agreed upon.
- 2.3 Delivery requirements may be stipulated in purchase orders and scheduled deliveries may be called for. However, delivery periods and maximum monthly rates of delivery offered by the Respondents will be used as guidelines in establishing lead times and monthly delivery requirements with the Supplier.
- 2.4 Where scheduled deliveries are required, the delivery period(s) specified must be strictly complied with, unless otherwise requested by Transnet. Material supplied earlier than specified may not be paid for or may be returned by Transnet, with the Supplier being held liable for all expenses so incurred, e.g. handling and transport charges.
- 2.5 If the delivery period offered by the Respondents is subject to a maximum monthly production capacity, full particulars must be indicated in Section 4 [*Pricing and Delivery Schedule*]
- 2.6 The Respondent must state hereunder its annual holiday closedown period [if applicable] and whether this period has been included in the delivery lead time offered:  
  
\_\_\_\_\_
- 2.7 Respondents are required to indicate below the action that the Respondent proposes to take to ensure continuity of supply during non-working days or holidays.  
  
\_\_\_\_\_

## 3. SERVICE LEVELS

- 3.1 An experienced regional account representative(s) is required to work with Transnet'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 Transnet will have quarterly reviews with the Service provider's account representative on an on-going basis.
- 3.3 Transnet reserves the right to request that any member of the Service provider's team involved on the Transnet account be replaced if deemed not to be adding value for Transnet.
- 3.4 The Service provider guarantees that it will achieve a 95% [ninety-five per cent] service level on the following measures:
  - a) Random checks on compliance with quality/quantity/specifications
  - b) On-time delivery

If the Service provider does not achieve this level as an average over each quarter, Transnet will receive a 1.5% [one and a half per cent] rebate on quarterly sales payable in the next quarter

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 Transnet the right to cancel the contract in whole, without penalty to Transnet, giving 30 [thirty] calendar days' notice to the Service provider of its intention to do so.

**Acceptance of Service Levels:**

<b>YES</b>	
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<b>NO</b>	
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**4. RISK**

Respondents must elaborate on the control measures put in place by their entity, which would mitigate the risk to Transnet pertaining to potential non-performance by the Respondent, in relation to:

**4.1 Quality and specification of Services delivered:**

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**4.2 Continuity of supply:**

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**4.3 Compliance with the Occupational Health and Safety Act, 85 of 1993:**

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SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

**SECTION 5: PROPOSAL FORM AND LIST OF RETURNABLE DOCUMENTS**

I/We \_\_\_\_\_  
 [name of entity, company, close corporation or partnership] of [full address]

\_\_\_\_\_

carrying on business trading/operating as

represented by \_\_\_\_\_

in my capacity as \_\_\_\_\_

being duly authorised thereto by a Resolution of the Board of Directors or Members or Certificate of Partners, dated \_\_\_\_\_ to enter into, sign execute and complete any documents relating to this proposal and any subsequent Agreement. The following list of persons are hereby authorised to negotiate on behalf of the abovementioned entity, should Transnet decide to enter into Post Tender Negotiations with highest ranked bidder(s).

FULL NAME(S)	CAPACITY	SIGNATURE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I/We hereby offer to supply/provide the abovementioned Goods/Services at the prices quoted in the schedule of prices in accordance with the terms set forth in the documents listed in the accompanying schedule of RFP documents.

I/We agree to be bound by those conditions in Transnet's:

- (i) Master Agreement (which may be subject to amendment at Transnet's discretion if applicable);
- (ii) General Bid Conditions; and
- (iii) any other standard or special conditions mentioned and/or embodied in this Request for Proposal.

I/We accept that unless Transnet should otherwise decide and so inform me/us in the letter of award, this Proposal [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

Should Transnet decide that a formal contract should be signed and so inform me/us in a letter of award [the **Letter of Award**], this Proposal [and, if any, its covering letter and any subsequent exchange of correspondence] together with Transnet's Letter of Award, shall constitute a binding contract between Transnet and me/us until the formal contract is signed.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Proposal, I/we fail to enter into a formal contract if called upon to do so, or fail to commence the supply/provision of Goods/Services within 2 [two] weeks thereafter, Transnet may, without prejudice to any other legal remedy which it may have, recover from me/us any expense to which it may have been put in calling for Proposals afresh and/or having to accept any less favourable Proposal.

\_\_\_\_\_  
 Respondent's Signature

\_\_\_\_\_  
 Date & Company Stamp

Furthermore, I/we agree to a penalty clause/s which will allow Transnet to invoke a penalty against us for non-compliance with material terms of this RFP including the delayed delivery of the Goods/Services due to non-performance by ourselves, , etc.

I/we agree that non-compliance with any of the material terms of this RFP, including those mentioned above, will constitute a material breach of contract and provide Transnet with cause for cancellation.

### **ADDRESS FOR NOTICES**

The law of the Republic of South Africa shall govern any contract created by the acceptance of this RFP. The *domicilium citandi et executandi* shall be a place in the Republic of South Africa to be specified by the Respondent hereunder, at which all legal documents may be served on the Respondent who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Respondents shall, therefore, state hereunder the name of their authorised representative in the Republic of South Africa who has the power of attorney to sign any contract which may have to be entered into in the event of their Proposal being accepted and to act on their behalf in all matters relating to such contract.

Respondent to indicate the details of its *domicilium citandi et executandi* hereunder:

Name of Entity:

\_\_\_\_\_

Facsimile: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

### **NOTIFICATION OF AWARD OF RFP**

As soon as possible after approval to award the contract(s), the successful Respondent [**the Supplier/Service provider**] will be informed of the acceptance of its Proposal. Unsuccessful Respondents will be advised in writing of the name of the successful Supplier/Service provider and the reason as to why their Proposals have been unsuccessful, for example, in the category of price, delivery period, quality, B-BBEE status or for any other reason.

### **VALIDITY PERIOD**

Transnet requires a validity period of 90 Business Days [from closing date] against this RFP, excluding the first day and including the last day.

### **NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)**

The Respondent must disclose hereunder the full name(s) and address(s) of the director(s) or members of the company or close corporation [**C.C.**] on whose behalf the RFP is submitted.

(i) Registration number of company / C.C. \_\_\_\_\_

(ii) Registered name of company / C.C. \_\_\_\_\_

(iii) Full name(s) of director/member(s)                      Address/Addresses                      ID Number(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RETURNABLE DOCUMENTS**

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below and Respondents are urged to ensure that these documents are returned with their bids based on the consequences of non-submission as indicated below:

Mandatory Returnable Documents	<b><i>Failure to provide all these Mandatory Returnable Documents at the Closing Date and time of this RFP <u>will</u> result in a Respondent's disqualification.</i></b>
Returnable Documents Used for Scoring	<b><i>Failure to provide all Returnable Documents used for purposes of scoring a bid, by the closing date and time of this bid will not result in a Respondent's disqualification. However, Bidders will receive an automatic score of zero for the applicable evaluation criterion.</i></b>
Essential Returnable Documents	<b><i>Failure to provide essential Returnable Documents <u>will</u> result in Transnet affording Respondents a further opportunity to submit by a set deadline. Should a Respondent thereafter fail to submit the requested documents, this may result in a Respondent's disqualification.</i></b>

**All Returnable Sections, as indicated in the header and footer of the relevant pages, must be signed, stamped and dated by the Respondent.**

**a) Mandatory Returnable Documents**

Respondents are required to submit with their bid submissions the following **Mandatory Returnable Documents**, and also to confirm submission of these documents by so indicating [Yes or No] in the tables below:

<b>Mandatory Returnable Documents</b>	<b>Submitted [Yes or No]</b>
Section 4: Pricing and Delivery Schedule	

**b) Returnable Documents Used for Scoring**

In addition to the requirements of section (a) above, Respondents are further required to submit with their Proposals the following **Returnable Documents Used for Scoring** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

<b>Returnable Documents Used for Scoring</b>	<b>Submitted [Yes or No]</b>
Respondent's valid proof of evidence to claim points for compliance with Specific Goals' requirements as stipulated in Section 9 of this RFP	
B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline	
Sub-contracting agreements and Declaration / Joint Venture Agreement and CIPC – B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate as per DTIC guideline	
Sub-contracting companies' CIPC – B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines and Proof Registered address of entity	
Annexure A: Technical Submission/Questionnaire	

<b>Returnable Documents Used for Scoring</b>	<b>Submitted [Yes or No]</b>
Award letters and/or purchase orders and/or reference letters and/or completion certificates	

**c) Essential Returnable Documents:**

Over and the above the requirements of section (a) and (b) mentioned above, Respondents are further required to submit with their Proposals the following **Essential Returnable Documents** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

<b>Essential Returnable Documents</b>	<b>Submitted [Yes or No]</b>
In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement	
Latest Financial Statements signed by your Accounting Officer or latest Audited Financial Statements plus 2 previous years	
Section 1: SBD1 Form	
Section 5: Proposal Form and List of Returnable documents	
Section 6: Certificate of Acquaintance with RFP, Terms & Conditions & Applicable Documents	
Section 7: RFP Declaration and Breach of Law Form	
Section 9: Specific goals points claim form	
Section 10: Protection of Personal Information	
CSD Registration report	
Appendix I: Master Agreement	

**CONTINUED VALIDITY OF RETURNABLE DOCUMENTS**

The successful Respondent will be required to ensure the validity of all returnable documents, including but not limited to its valid proof of B-BBEE status, for the duration of any contract emanating from this RFP. Should the Respondent be awarded the contract [**the Agreement**] and fail to present Transnet with such renewals as and when they become due, Transnet 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 immediately without any liability and without prejudice to any claims which Transnet may have for damages against the Respondent.

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_

Name \_\_\_\_\_

2 \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

## SECTION 6: CERTIFICATE OF ACQUAINTANCE WITH RFP, MASTER AGREEMENT & APPLICABLE DOCUMENTS

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

1	Transnet's General Bid Conditions
2	Master Agreement and SLA attached
3	Transnet's Supplier Integrity Pact
4	Non-disclosure Agreement
5	Specifications attached to this RFP

**Note:** Should a Respondent be successful and awarded the bid, they will be required to complete a Supplier Declaration Form for registration as a vendor onto the Transnet vendor master database.

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 Transnet's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be. A material deviation from any term or condition may result in disqualification.

Bidders accept that an obligation rests on them to clarify any uncertainties regarding any bid to which they intend to respond on, before submitting the bid. **The Bidder agrees that he/she will have no claim or cause of action 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 the 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 \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_

Name \_\_\_\_\_

2 \_\_\_\_\_

Name \_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

**SECTION 7: RFP DECLARATION AND BREACH OF LAW FORM**

NAME OF ENTITY: \_\_\_\_\_

We \_\_\_\_\_ do hereby certify that:

1. Transnet has supplied and we have received appropriate responses to any/all questions [as applicable] which were submitted by ourselves for RFP Clarification purposes;
2. We have received all information we deemed necessary for the completion of this Request for Proposal [**RFP**];
3. We have been provided with sufficient access to the existing Transnet facilities/sites and any and all relevant information relevant to the Goods/Services as well as Transnet information and Employees, and have had sufficient time in which to conduct and perform a thorough due diligence of Transnet's operations and business requirements and assets used by Transnet. Transnet will therefore not consider or permit any pre- or post-contract verification or any related adjustment to pricing, service levels or any other provisions/conditions based on any incorrect assumptions made by the Respondent in arriving at his Bid Price.
4. At no stage have we received additional information relating to the subject matter of this RFP from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the RFP documents;
5. We are satisfied, insofar as our entity is concerned, that the processes and procedures adopted by Transnet in issuing this RFP and the requirements requested from Bidders in responding to this RFP have been conducted in a fair and transparent manner;
6. We have complied with all obligations of the Bidder/Supplier as indicated in the Transnet Supplier Integrity which includes but are not limited to ensuring that we take all measures necessary to prevent corrupt practices, unfairness and illegal activities in order to secure or in furtherance to secure a contract with Transnet;
7. We declare that a family, business and/or social relationship **exists / does not exist** [delete as applicable] between an owner / member / director / partner / shareholder of our entity and an employee or board member of the Transnet Group including any person who may be involved in the evaluation and/or adjudication of this Bid;
8. We declare that an owner / member / director / partner / shareholder of our entity **is / is not** [delete as applicable] an employee or board member of Transnet;
9. In addition, we declare that an owner / member / director / partner / shareholder/employee of our entity **has / has not been** [delete as applicable] a former employee or board member of Transnet in the past 10 years. I further declare that if they were a former employee or board member of Transnet in the past 10 years that they **were/were not** involved in the bid preparation or had access to the information related to this RFP; and
10. If such a relationship as indicated in paragraph 7, 8 and/or 9 exists, the Respondent is to complete the following section:

\_\_\_\_\_  
Respondent's Signature\_\_\_\_\_  
Date & Company Stamp

FULL NAME OF OWNER/MEMBER/DIRECTOR/  
PARTNER/SHAREHOLDER/EMPLOYEE:

ADDRESS:

---



---

Indicate nature of relationship with Transnet:

---



---

***[Failure to furnish complete and accurate information in this regard will lead to the disqualification of a response and may preclude a Respondent from doing future business with Transnet. Information provided in the declarations may be used by Transnet and/or its affiliates to verify the correctness of the information provided]***

11. We declare, to the extent that we are aware or become aware of any relationship between ourselves and Transnet [other than any existing and appropriate business relationship with Transnet] which could unfairly advantage our entity in the forthcoming adjudication process, we shall notify Transnet immediately in writing of such circumstances.

#### **BIDDER'S DISCLOSURE (SBD4)**

### **12 PURPOSE OF THE FORM**

12.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

12.2 Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### **13 Bidder's declaration**

13.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?

**YES/NO**

13.1.1. If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.


13.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

**YES/NO**

13.2.1. If so, furnish particulars:

.....  
.....

13.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

**YES/NO**

13.3.1. If so, furnish particulars:

.....  
.....

#### **14 DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

14.1 I have read and I understand the contents of this disclosure;

14.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

14.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

14.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

- 14.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 14.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 14.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 12, 13 and 14 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

#### **BREACH OF LAW**

We further hereby certify that *I/we* (the bidding entity and/or any of its directors, members or partners) **have/have not been** [delete as applicable] found guilty during the preceding 5 [five] years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Respondent is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences. This includes the imposition of an administrative fine or penalty.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

---

DATE OF BREACH: \_\_\_\_\_

Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Respondent from the bidding process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

For and on behalf of  _____	AS WITNESS:
duly authorised hereto	
Name:	Name:
Position:	Position:
Signature:	Signature:
Date:	Registration No of Company/CC
Place:	Registration Name of Company/CC

## SECTION 8: RFP CLARIFICATION REQUEST FORM

RFP No: ERACMR-PRC-41665

RFP deadline for questions / RFP Clarifications: Before 12h00 on 28 June 2023

TO: Transnet SOC Ltd

ATTENTION: Michael Ramusandiwa

EMAIL [Michael.Ramusandiwa@transnet.net]

DATE: \_\_\_\_\_

FROM: \_\_\_\_\_

\_\_\_\_\_

RFP Clarification No *[to be inserted by Transnet]* .....

## REQUEST FOR RFP CLARIFICATION

[illegible]

Respondent's Signature

Date &amp; Company Stamp



**SECTION 9: SPECIFIC GOALS POINTS CLAIM FORM**

This preference form must form part of all bids invited. It contains general information and serves as a claim for preference points for specific goals Contribution. Transnet will award preference points to companies who provide valid proof of evidence of as per the table below.

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable. Despite the stipulated preference point system, Transnet shall use the lowest acceptable bid to determine the applicable preference point system in a situation where all received acceptable bids are received outside the stated preference point system.

1.3 Preference points for this bid shall be awarded for:

- (a) Price;
- (b) B-BBEE Status Level of Contribution; and
- (c) Any other specific goal determined in Transnet preferential procurement policy.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
➤ <b>B-BBEE</b>	5
➤ <b>The promotion of supplier development through sub-contracting or JV for a minimum of 30% of the value of a contract to South African Companies which are Entities/Black People living in rural areas in the Municipal area that was tendered for</b>	15
<b>Total points for Price and Specific Goals must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of evidence for any of the specific goals together with the bid will be interpreted to mean that preference points are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

**2. DEFINITIONS**

- (a) **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based

on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- (d) **"Ownership"** means 51% black ownership
- (e) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the supply/provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (f) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (g) **"EME"** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (h) **"functionality"** means the ability of a bidder to provide goods or services in accordance with specification as set out in the bid documents
- (i) **"Price"** includes all applicable taxes less all unconditional discounts.
- (j) **"Proof of B-BBEE Status Level of Contributor"**
  - i) the B-BBEE status level certificate issued by an authorised body or person;
  - ii) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
  - iii) any other requirement prescribed in terms of the B-BBEE Act.
- (k) **"QSE"** means a Qualifying Small Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 ( Act No. 53 of 2003);
- (l) **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.
- (m) **"Specific goals"** means targeted advancement areas or categories of persons or groups either previously disadvantaged or falling within the scope of the Reconstruction and Development Programme identified by Transnet to be given preference in allocation of procurement contracts in line with section 2(1) of the PPPFA.

### **3. POINTS AWARDED FOR PRICE**

#### **3.1 THE 80/20 PREFERENCE POINT SYSTEMS**

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

80/20

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

Where

- $P_s$  = Points scored for comparative price of bid under consideration
- $P_t$  = Comparative price of bid under consideration
- $P_{\min}$  = Comparative price of lowest acceptable bid

#### **3.2**

Selected Specific Goal	Number of points allocated (20)
B-BBEE Level of contributor (1 or 2)	5
Sub-contracting a minimum of 30% to Entities/ Black People living in rural areas in the Municipal area that was tendered for	15
Non-Compliant and/or B-BBEE Level 3-8 contributors	0

**4. EVIDENCE REQUIRED FOR CLAIMING SPECIFIC GOALS**

- 4.1 In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, preference points must be awarded to a bidder for providing evidence in accordance with the table below:

Specific Goals	Acceptable Evidence
B-BBEE	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
The promotion of supplier development through sub-contracting or JV for a minimum of 30% of the value of a contract to South African Companies which are: I. Entities/ Black People living in rural areas in the Municipal area that was tendered for	Sub-contracting agreements and Declaration / Joint Venture Agreement and CIPC – B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate as per DTIC guideline and Proof Registered address of entity

- 4.2 The table below indicates the required proof of B-BBEE status depending on the category of enterprises:

Enterprise	B-BBEE Certificate & Sworn Affidavit
<b>Large</b>	Certificate issued by SANAS accredited verification agency
<b>QSE</b>	Certificate issued by SANAS accredited verification agency Sworn Affidavit signed by the authorised QSE representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership (only black-owned QSEs - 51% to 100% Black owned) [Sworn affidavits must substantially comply with the format that can be obtained on the DTI's website at <a href="http://www.dti.gov.za/economic_empowerment/bee_codes.jsp">www.dti.gov.za/economic_empowerment/bee_codes.jsp</a> .]
<b>EME<sup>3</sup></b>	Sworn Affidavit signed by the authorised EME representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership Certificate issued by CIPC (formerly CIPRO) confirming annual turnover and black ownership Certificate issued by SANAS accredited verification agency only if the EME is being measured on the QSE scorecard

- 4.3 A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level verification certificate for every separate bid.
- 4.4 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 4.5 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 4.6 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.
- 4.7 Bidders are to note that the rules pertaining to B-BBEE verification and other B-BBEE requirements may be changed from time to time by Transnet or regulatory bodies such as National Treasury or the DTI. It is the Bidder's responsibility to ensure that his/her bid complies fully with all B-BBEE requirements at the time of the submission of the bid.

**5. BID DECLARATION**

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

**6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 6.1**

6.1 B-BBEE Status Level of Contribution: = ..... (based on point distribution per Table 3.2)

(Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in table 3.2 and must be substantiated by relevant proof of B-BBEE status level of contributor.

**7. SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

( ***Tick applicable box*** )

YES		NO	
-----	--	----	--

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE.

( ***Tick applicable box*** )

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if subcontracting with any of the following enterprises:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....

**8.6 COMPANY CLASSIFICATION**

- ☐ Manufacturer  
☐ Supplier  
☐ Professional Service provider  
☐ Other Service providers, e.g. transporter, etc.

[ *TICK APPLICABLE BOX* ]

**8.7** Total number of years the company/firm has been in business:.....

**8.8** I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraphs 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If a bidder submitted false information regarding its evidence regarding specific goals or any other matter required in terms of the Preferential Procurement Regulations, 2022 which will affect or has affected the evaluation of a bid the purchaser may, in addition to any other remedy it may have
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) if the successful bidder subcontracted a portion of the bid to another person without disclosing it, Transnet reserves the right to penalise the bidder up to 10 percent of the value of the contract;
  - (e) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (f) forward the matter for criminal prosecution.

**WITNESSES**

1. ....
2. ....

.....

**SIGNATURE(S) OF BIDDERS(S)**

**DATE:** .....

**ADDRESS:**.....

**SECTION 10: PROTECTION OF PERSONAL INFORMATION**

1. The following terms shall bear the same meaning as contemplated in Section 1 of the Protection of Person information act, No.4 of 2013.(“POPIA”):  
  
consent; data subject; electronic communication; information officer; operator; person; personal information; processing; record; Regulator; responsible party; special information; as well as any terms derived from these terms.
2. Transnet will process all information by the Respondent in terms of the requirements contemplated in Section 4(1) of the POPIA:  
  
Accountability; Processing limitation; Purpose specification; Further processing limitation; Information quality; Openness; Security safeguards and Data subject participation.
3. The Parties acknowledge and agree that, in relation to personal information that will be processed pursuant to this RFP, the Responsible party is “Transnet” and the Data subject is the “Respondent”. Transnet will process personal information only with the knowledge and authorisation of the Respondent and will treat personal information which comes to its knowledge as confidential and will not disclose it, unless so required by law or subject to the exceptions contained in the POPIA.
4. Transnet reserves all the rights afforded to it by the POPIA in the processing of any of its information as contained in this RFP and the Respondent is required to comply with all prescripts as detailed in the POPIA relating to all information concerning Transnet.
5. In responding to this bid, Transnet acknowledges that it will obtain and have access to personal information of the Respondent. Transnet agrees that it shall only process the information disclosed by Respondent in their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.
6. Transnet further agrees that in submitting any information or documentation requested in this RFP, the Respondent is consenting to the further processing of their personal information for the purpose of, but not limited to, risk assessment, assurances, contract award, contract management, auditing, legal opinions/litigations, investigations (if applicable), document storage for the legislatively required period, destruction, de-identification and publishing of personal information by Transnet and/or its authorised appointed third parties.
7. Furthermore, Transnet will not otherwise modify, amend or alter any personal data submitted by the Respondent or disclose or permit the disclosure of any personal data to any third party without the prior written consent from the Respondent. Similarly, Transnet requires the Respondent to process any personal information disclosed by Transnet in the bidding process in the same manner.
8. Transnet shall, at all times, ensure compliance with any applicable laws put in place and maintain sufficient measures, policies and systems to manage and secure against all forms of risks to any information that may be shared or accessed pursuant to this RFP (physically, through a computer or any other form of electronic communication).
9. Transnet shall notify the Respondent in writing of any unauthorised access to information, cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such crimes or suspected crime. The Respondent must

take all necessary remedial steps to mitigate the extent of the loss or compromise of personal information and to restore the integrity of the affected personal information as quickly as is possible.

10. The Respondent may, in writing, request Transnet to confirm and/or make available any personal information in its possession in relation to the Respondent and if such personal information has been accessed by third parties and the identity thereof in terms of the POPIA. The Respondent may further request that Transnet correct (excluding critical/mandatory or evaluation information), delete, destroy, withdraw consent or object to the processing of any personal information relating to the Respondent in Transnet's possession in terms of the provision of the POPIA and utilizing Form 2 of the POPIA Regulations.
11. In submitting any information or documentation requested in this RFP, the Respondent is hereby consenting to the processing of their personal information for the purpose of this RFP and further confirming that they are aware of their rights in terms of Section 5 of POPIA

**Respondents are required to provide consent below:**

<b>YES</b>		<b>NO</b>	
------------	--	-----------	--

12. Further, the Respondent declares that they have obtained all consents pertaining to other data subject's personal information included in its submission and thereby indemnifying Transnet against any civil or criminal action, administrative fines or other penalty or loss that may arise as a result of the processing of any personal information that the Respondent submitted.
13. The Respondent declares that the personal information submitted for the purpose of this RFP is complete, accurate, not misleading, is up to date and may be updated where applicable.

Signature of Respondent's authorised representative: \_\_\_\_\_

Should a Respondent have any complaints or objections to processing of its personal information, by Transnet, the Respondent can submit a complaint to the Information Regulator on <https://www.justice.gov.za/inforeg/>, click on contact us, click on complaints.IR@justice.gov.za

**ANNEXURE A: TECHNICAL SUBMISSION/QUESTIONNAIRE**

**This Annexure will be evaluated under Step Three -Technical/Functionality Criteria**

**1. Operational experience (20%)**

Tenderers to submit the number of projects awarded/completed where earthmoving equipment was provided. Proof to be submitted in the form of award letters and/or purchase orders and/or reference letters and/or completion certificates.

**Note: Respondents will be evaluated on the above reference documents submitted and not on the contents of the table below. The table will be used for ease of reference only.**

Respondents to complete the below table to support the proof of experience mentioned above:

Number	Company name	Contact person	Contact number	Date work done	Project description as per proof submitted	Equipment used on the project
1						
2						
3						

\_\_\_\_\_  
Respondent’s Signature

\_\_\_\_\_  
Date & Company Stamp



Number	Company name	Contact person	Contact number	Date work done	Project description as per proof submitted	Equipment used on the project
4						
5						
6						

The scoring of the Operational experience requirements will be as follows:

Points Available	Scoring criteria
3 points (20%)	Experience of 3 or more projects awarded/completed for the provision of plant machinery
2 points (13%)	Experience of 2 projects awarded/completed for the provision of plant machinery
1 point (6%)	Experience of 1 project awarded/completed for the provision of plant machinery
0 points (0%)	Experience of no projects awarded/completed for the provision of plant machinery

\* All percentages shown in the scoring guidelines in the adjacent table has been rounded off.

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

**2. Equipment availability (60%)**

Tenderers to submit the following for the Equipment that is proposed to use during execution of the work:

1. Availability of different types of Equipment
2. Age of Equipment to be deployed, should not be older than 10 years.

<b>Equipment required for Price Schedule 1 - Location: Pretoria</b>	<b>Indicate number of plant available</b>	<b>Indicate average age of equipment</b>
Hire, Truck; Tipper 12m3 x 2		
Hire, Bulldozer, Earth Moving; 4x4 TLB x 1		
Hire, Machine; Grader 140 x 1		

<b>Equipment required for Price Schedule 2 - Location: Lephalale</b>	<b>Indicate number of plant available</b>	<b>Indicate average age of equipment</b>
Hire, Truck; Tipper 12m3 x 2		
Hire, Bulldozer, Earth Moving; 4x4 TLB x 1		
Hire, Machine; Grader 140 x 1		

The scoring of the Equipment availability requirements will be as follows:

**Scoring if bidding for one Price schedule/area:**

<b>Points Available</b>	<b>Scoring criteria</b>
3 points (60%)	100% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
2 points (40%)	90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
1 point (20%)	<90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
0 points (0%)	The tenderer has submitted no information or inadequate information to determine a score

**Scoring if bidding for more than one Price schedule/area (2 Price schedules/areas):**

<b>Points Available</b>	<b>Scoring criteria</b>
3 points (10%)	100% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
2 points (7%)	90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
1 point (3%)	<90% of equipment available via subcontracting, leasing or ownership and are not older than 10 years
0 points (0%)	The tenderer has submitted no information or inadequate information to determine a score

\* All percentages shown in the scoring guidelines in the above-mentioned tables has been rounded off.

### 3. Equipment lead time (20%)

Tenderers to submit the following for the Equipment that is proposed to use during execution of the work:

Lead time to deliver. Indicate the number of days for delivery of the equipment to site from date of Letter of Award accepted or Purchase order issued.

Equipment required for Price Schedule 1 - Location: Pretoria	Indicate number of working days
Hire, Truck; Tipper 12m3 x 2	
Hire, Bulldozer, Earth Moving; 4x4 TLB x 1	
Hire, Machine; Grader 140 x 1	

Equipment required for Price Schedule 2 - Location: Lephalale	Indicate number of working days
Hire, Truck; Tipper 12m3 x 2	
Hire, Bulldozer, Earth Moving; 4x4 TLB x 1	
Hire, Machine; Grader 140 x 1	

The scoring of the Equipment lead time requirements will be as follows:

#### Scoring if bidding for one Price schedule/area:

Points Available	Scoring criteria
3 points (20%)	Equipment delivered to site within 2 days
2 points (13%)	Equipment delivered to site within 3 days
1 point (7%)	Equipment delivered to site within 4 days
0 points (0%)	Equipment delivered to site within more than 4 days

\* All percentages shown in the scoring guidelines in the above-mentioned tables has been rounded off.

#### Scoring if bidding for more than one Price schedule/area (2 Price schedules/areas):

Points Available	Scoring criteria
3 points (3%)	Equipment delivered to site within 2 days
2 points (2%)	Equipment delivered to site within 3 days
1 point (1%)	Equipment delivered to site within 4 days
0 points (0%)	Equipment delivered to site within more than 4 days

\* All percentages shown in the scoring guidelines in the above-mentioned table has been rounded off.

## **ANNEXURE B: WORK SPECIFICATION FOR EARTH MOVING PLANT**

### **CONTENTS**

- 1. DEFINITION**
- 2. DESCRIPTION OF THE WORKS**
- 3. MANAGEMENT AND START UP**
- 4. TRAINING**
- 5. SAFETY**
- 6. CONSTRUCTION**
- 7. PLANT AND EQUIPMENT**
- 8. PENALTIES**

## 1. DEFINITION

The following definitions shall apply in addition to those of the specification attached.

### 1.1 *Employer*

In this contract employer means Transnet Freight Rail.

### 1.2 Availability(A)

Means when required to do work, the Earthmoving Plant can produce work to the standards/output specified or required.

### 1.3 Breakdown Time (Tb)

Means all periods during which the earth moving plant is non-available.

### 1.4 Machine

Means the machine or plant provided complete with all fittings, accessories and ancillary equipment including all associated support services such as transportation of the earth moving plant from location to location as well as from depot to depot as part of site establishment and spare parts, as may be required to comply with the requirements of the specifications.

### 1.5 Non-availability

Means when required to do work, the machine or the operation thereof is unsafe, or the machine is not able to produce work as per the scope, due to any reason other than a stoppage of work caused by *Employer*.

### 1.6 Supervisor's Deputy

Means the person appointed by *Employer* under the control of the Technical Officer from time to time to supervise the operation for the contract, and to supervise the execution of the workload and ensure safe and quality work being done by the *Contractor* and the machine/plant.

### 1.7 Track

Means and includes plain track, restricted track, sets, splice joints and all joint assemblies.

### 1.8 *Works*

Means the *work* to be carried out in terms of the Contract.

### 1.9 E7/1 - Specification For General Work And Works On, Over, Under Or Adjacent To Railway Lines and Near High Voltage Equipment

### 1.10 **OEM** refers to the Original Equipment Manufacturer of the machinery.

### 1.11 Standing Time:

Means the loss of Working Time (Tw) incurred by the Contractor due to reasons attributed to the Employer

## 2. DESCRIPTION OF THE WORKS

- 2.1 The contract covers the supply, operation and maintenance of Earth Moving Plant at all North Corridor Depots (Between Pretoria and Lephalale) to construct and rehabilitate the service roads and any other works as instructed by the *Employer*. This contract will be on an "**As and When** Basis", meaning that there is no obligation on an *Employer* to offer work to a *Contractor*
- 2.2 This contract shall include the supply of the following: the operation, maintenance and supply of all consumables and the support services and equipment necessary for the execution of the work to full meaning and intent of the contract.
- 2.3 The *Contractor* will carry out work to meet the production needs as requested by *Employer* as per the relevant specification. The *Contractor* must have certified operators.
- 2.4 The contract period shall be for twelve (12) months.
- 2.5 The *Contractor* may be required to be available during Annual Holidays for emergency work.
- 2.6 Location of work.
- 2.7.1. Contract area will be all track owned, or maintained, by North Corridor Depots (Richards Bay Depot, Vryheid Depot, Ermelo Depot, and Koedoespoort Depot)
- 2.7.2. The Contractor may be required to work in areas where varying degrees and types of security situations are prevailing such as may occur in remote rural areas through to densely populated metropolitan areas.
- 2.8 Commencement of Contract
- 2.8.1. The commencement date will only be finalised after acceptance of tenders. The Contract will therefore commence on the date stipulated in the acceptance letter. The Contractor shall be able to commence with the service immediately after contract award.

## 3. MANAGEMENT AND START UP

- 2.9 Management meetings
- 2.9.1. Project management meeting will be conducted as and when required by the *Service Manager* and *Contractor*. Project progress and programme (revision) must be discussed in these meeting. This meeting shall be for the purpose of discussing Earth Moving Plant performance, actual progress versus construction programme, delays, service information, etc.
- 2.9.2. Planning meetings must be done every scheduled day and on Site. The *Contractor*, *Employer* representative (typically the technical Officer) and all other supporting staff of both *Contractor* and *Employer* must be part of these meetings. Safety, risk and environmental matters need to be addressed in these meeting.
- 2.9.3. The Contractor is required to do inspection of each work site prior to the project and starting and when task orders are issued to execute appropriate preparation for the work focused on ensuring maximum production during occupation time by minimizing delays. Any issues requiring the Employer's inputs to avoid delays during the occupation time shall be brought timeously to the attention of the Supervisor.

2.9.4. The *Service Manager* may call ad-hoc meetings any time during the contract period.

## 2.10 Documentation

2.10.1. A complete maintenance manual and spare parts list must be available on the machine during Execution of the work.

2.10.2. The *Contractor* shall supply the *Service Manager* with maintenance plans.

2.10.3. A complete operator's instruction manual must be available on the machine.

2.10.4. A complete machine safety and risk file must be available on the machine.

2.10.5. A visitor registration book must be available on the machine.

2.10.6. A Site diary must be available on the machine.

## 2.11 To be provided by the *Contractor*

2.11.1. The *Contractor* shall in addition to what is stipulated in this Service Information, provide the Following facilities and support for the following:

2.11.1.1.1. Support labour and tools:

- (i) The *Contractor* or his sub-contractor shall provide all equipment, tools and support required to support the Earth Moving Plant activity, including the control measurements to control quality.

2.11.1.1.2. Accommodation

- (ii) Due to the extent of the site locations, the successful contractor must supply their own; Accommodation, Security of their Earth Moving Plant, water for their Water Cart, Fuel/Oil for their Earth Moving Plan, Toilets and Refreshments for their personnel.

## 4. TRAINING

4.1. Training of *Contractor's* staff and compliance with safety requirements.

4.2. The *Contractor* shall ensure that all staff working on or with the contract are adequately qualified and trained, so as to comply with any relevant safety and quality requirements. This applies for both the *Contractors* own staff or any staff of a *Subcontractor* employed by the *Contractor*.

4.3. This responsibility of the *Contractor's* to ensure that his staff is qualified and trained implies that:

- a) Specific graded staff shall be qualified and sufficiently experienced and in possession of a qualified certificate for the required position or responsibility.
- b) All staff shall also possess any other relevant induction or safety qualifications.
- c) The *Contractor* shall ensure that a complete up to date record is kept of safety qualifications or training and certification of all staff for all the relevant qualifications and safety requirements.

- d) The record of the qualifications and or training kept by the *Contractor* shall also be available on site.
  - e) All relevant requirements for refresher training shall be adhered to and the *Contractor* shall ensure that the refresher training and certification required is provided for the relevant staff.
- 4.4. The *Contractor* shall ensure that all qualifications, training, and certification for different grades are in place, valid and that record is kept of such qualifications. This implies that the *Contractor* shall ensure that proof of qualifications is kept and provided on request.
- 4.5. For critical work outputs as well as specific activities, the Contractor shall ensure that he has a core group of workers with sufficient previous experience to take the lead in undertaking maintenance tasks to ensure experience of safe and productive working.
- 4.6. During the course of the contract any required alternative or follow up or refresher training for new recruits or replacement staff, shall be undertaken by the *Contractor* as part of the contract responsibility and at the cost of the *Contractor*.

## 5. SAFETY

- 5.1. The Contractor shall comply with all applicable legislation as well as Transnet Safety requirements. The cost for such compliance shall be borne by the Contractor and shall be deemed to have been allowed for in the rates and prices of the Contract. Below are some of applicable Acts and legislation:
- TFR Safety Guidelines for Infrastructure (Latest Edition).
  - The Compensation for Occupational Injuries and Diseases Act (Act 130 of 1993).
  - The Occupational Health and Safety Act (Act 85 of 1993).
  - TFR Specification E.4E, SHE Specification for Contractors
  - Basic Conditions of Employment Act as well as all other relevant labour legislation.
  - TFR Specification for Work on, under or adjacent to Railway Lines and near high Voltage Equipment – E7/1.
- 5.2. During the work activity, the regulation of occupational health and safety Act No. 83 of 1993 and Machinery and occupational Safety Act 6 of 1983 will apply. By submission of the bid the contractor acknowledge and agrees that, should the bid be accepted, the contractor, is an employer on his own right with duties as prescribed in the Occupational Health and Safety Act 85 of 1993 and amendments thereto and the corresponding Construction Regulation 2003 will ensure that all work to be performed or machinery and plant to be used in the works will be in accordance with the provision of such regulations.
- 5.3. All equipment, machinery, and tools used on site are to be in safe operating condition and are to be used in a safe and considerate manner by suitably trained and experienced workers. The contractor is responsible for all such monitoring and control of site operations and equipment throughout the works for the entire contract duration.
- 5.4. The Contractor shall conduct his own formal risk assessment on the machine offered by him and add any additional risks identified by him, to this list.



- 5.5. The Contractor is required to prepare and submit with his tender a comprehensive safety case in accordance with the requirements of Act 85 and the Construction Regulations.
- 5.6. The Contractor shall prepare and implement a comprehensive health and safety plan covering all relevant legal safety aspects for their work teams. It shall include details of the Site management structures, all safety legal appointments as well as the written safe working procedures for all equipment used on Site considering the above risk assessments.
- 5.7. The Contractor shall ensure that all workers are appropriately equipped and wearing Personal Protective Equipment (PPE) and that Safety Talks are conducted and noted in the Site Diary before the start of every shift.
- 5.8. A first aid box is to be provided and available at all times on site during the hours and is to comply with the requirements of occupational Health and Safety Act.

## 6. CONSTRUCTION

6.1 During the work activity availability and utilization of the machine shall be recorded.

6.1.1 Time shall continuously be recorded for all worked performed. The following types of time activity shall continuously be recorded so as to clearly define what time is available for working.

- To = Shifts (8.0 hours) available per day or 24 hours in cases where the project requires that.
- Tw = Net working time, the amount time the Earthmoving Plant will be working
- Tb = Breakdown of machine

6.1.2 Availability per Earth Moving Plant will be calculated as:

$$\text{Availability} = (To - Tb)/To$$

6.1.3 Monitoring of machine utilization will be calculated as:

$$\text{Utilization (U)} = Tw/To$$

6.2 The contractor is required to work 10 days out of 14 days, meaning you work 10 days non-stop and then take 4 days off. The contractor is may be required to work for 24 hours (Day shift and Night shift) on some of the projects.

6.3 The contractor is required to have at least 2 sets of qualified operators per earthmoving equipment because some of the sites will be operating for 24 hours. This means that the first set of operators will work for 12 hours from 06:00 – 18:00 and the second set will start from 18:00 – 06:00 (12 hours) throughout the project as and when required by the Service Manager.

6.4 Breakdown time (Tb)

All Tb per Earth Moving Plant shall be recorded at all times.

6.5 Where an Earth Moving Plant becomes unreliable and continues breaking down and results in insufficient production, the *Service Manager* may decide on placing the Earth Moving Plant on breakdown until such time that the *Contractor* can prove that the Earthmoving Plant can be consistently available. The Earth Moving Plant will always be required to produce the required standard of work required at full production rate.

- 6.6 Where an Earth Moving Plant becomes unreliable and continues breaking down and results in insufficient production, the Service Manager may instruct the contractor to replace the Earthmoving plant immediately. The contractor must then replace the Earthmoving plant within 6 hours of receiving instruction.
- 6.7 The *Contractor* shall provide the *Employer* with the daily production statistics of the work. The production report must be e-mailed to the *Service Manager* at 08:00am on the subsequent day containing statistics prescribed in excel format by the *Service Manager*, in order to evaluate the performance of the previous day of work.

The production report shall be in an agreed-on format providing the following basic type of information:

- a) Tw, To, Tb, of each Earth Moving Plant applicable.
- b) Planned vs Actual
- c) Reasons / comments on production shortfall including minutes per reason.
- d) Graphical presentation of data as and were agreed on.

The report shall be e-mailed daily to the *Service Manager*, *Supervisor* and nominated *Employer's* representative. Where problems exist of transmitting the data, the *Contractor* shall state what measures shall be taken to ensure transmission of data as soon as possible.

- 6.8 The contractor to ensure that all the Earthmoving plant are always inspected and maintained, so that maximum availability may be achieved
- 6.9 The contractor to submit the detailed maintenance plan of all the Earthmoving Plant.

## 7. PLANT AND EQUIPMENT

- 7.1 The table below shows the Plant and the number per category required for this contract:

Item No.	Description of Equipment- Pretoria	Number of Equipment
1	Hire, Truck; Tipper 12m3	2
2	Hire, Bulldozer, Earth Moving; 4x4 TLB	1
3	Hire, Machine; Grader 140	1

Item No.	Description of Equipment- Lephalale	Number of Equipment
1	Hire, Truck; Tipper 12m3	2
2	Hire, Bulldozer, Earth Moving; 4x4 TLB	1
3	Hire, Machine; Grader 140	1

- 7.2 No plant or equipment will be brought to site until specifically instructed in writing by the Service Manager.
- 7.3 It is a requirement that only suitably experienced and competent operators and personnel must brought to site.
- 7.4 The contractor is required to give preference to local labour when appointing unskilled labour
- 7.5 All Machinery, tools/equipment, and vehicles of every description necessary for the execution of the works shall be supplied by the Contractor at his cost, complete with fuel, spares, maintenance, and competent operators and legally compliant with all applicable safety legislation. All ancillary and associated equipment together with all transport, accommodations, fuel, lubricants, spare parts for maintenance and repairs and consumables and any other resources necessary for the complete and

effective and safe functioning of all Machinery shall be included in this contract to consistently and sustainably operate the machine safely in line with tendered production rates and within available occupation times.

- 7.6 Suitable, adequate, and functional firefighting equipment shall be always available for the duration of the contract, provided by the Contractor at his cost. Competent and trained people shall be appointed and be available to operate such equipment in case of fire.
- 7.7 The Contractor shall take note of all OHTE equipment, red and other electrical bonds on the work Site and shall not interfere, damage, or work on them unless under direct supervision of a designated and competent Transnet Freight Rail (TFR) Electrical Officer.
- 7.8 Before doing excavation work anywhere on a work site the Contractor shall be sure to consult on the presence of existing electrical/signal/telecom cables, water pipes or other services with the Service Manager. Only on his specific and written authorization shall any excavation work be carried out.
- 7.9 In the event of contact or damage to any overhead or underground cable on the work site, work shall be stopped, and the work Site evacuated. The Electrical Officer Contracts shall be notified immediately. Only subject to him or other competent Transnet Freight Rail (TFR) Electrical Officer certifying the work Site safe, shall work be allowed to proceed again.
- 7.10 All Contractor's personnel shall be inducted before any works commence. Site access certificates will only be issued after all inductions have taken place. Site access will be denied to the Contractor should the site access certificate not be issued.

## **8. PENALTIES**

- 8.1 The contractor will be penalised when ever the required plant is brought on site late. The contractor will be given 48 hours (2 Days) notice establish any plant as per the Service Manager's instruction. If the contract fails to establish the plant within 48 hours' notice, the penalties in the table below will apply.

<b>Late Delivery (Establishment) of Equipment to Site</b>	<b>Applicable Penalty</b>
1-24 Hour late delivery	2% of Purchase Order Value
24-48 Hour late delivery	4% of Purchase Order Value
48-72 Hours late delivery	6% of Purchase Order Value
72-96 Hours late delivery	8% of Purchase Order Value
96-120 Hours late delivery	10% of Purchase Order Value / Cancel Order

- 8.2 Over and above the late delivery penalty, the contractor will also be penalised for breakdowns of each plant/equipment. The availability of each plant will be calculated in percentage as clause 6.1.2 above. The availability percentage will be used to determine the contractor's penalty as per table below.

Performance level	% performance achieved for each plant/Equipment	Penalties
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Rate of Availability in % (Availability formula as stated in clause 6.1.2)	99-100% performance achieved	R0 (nil)
	95 - 98% performance achieved	2,5% of the total cost claimed for the plant/equipment.
	90 – 94% performance achieved	5% of the total cost claimed for the plant/equipment.
	89-85% performance achieved	7,5% of the total cost claimed for the plant/equipment.
	84-80% performance achieved	10% of the total cost claimed for the plant/equipment.
	79-75% performance achieved	12,5% of the total cost claimed for the plant/equipment.
	<75% performance achieved	15% of the total cost claimed for the plant/equipment.