



**THE RENDERING OF A SPECIALISED LAUNDRY
AND DRY CLEANING SERVICES FOR 2 MILITARY
HOSPITAL WYNBERG FOR A PERIOD OF THREE
(3) YEARS WESTERN CAPE**

SPSC / B / 028 / 2025

FOR DEPARTMENT OF DEFENCE

**SIMON'S TOWN PROCUREMENT SERVICE
CENTRE**

CLOSING DATE: 26 JANUARY 2026

CLOSING TIME: 11H00

VALIDITY: 120 CALENDAR DAYS

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CONTACT INFORMATION

Technical Information:

Contact: Flight Sergeant Crous
Email Address: spscbidinvitation@gmail.com
Office Tel No: (021) 787 5034

Administrative Information:

Contact: Flight Sergeant Crous
Email Address: spscbidinvitation@gmail.com
Office Tel No: (021) 787 5034

Address for depositing of bid documents

Street: Simon's Town Procurement Service Centre
No. 2 Arsenal Road
Simon's Town
7995

BID SUBMISSIONS

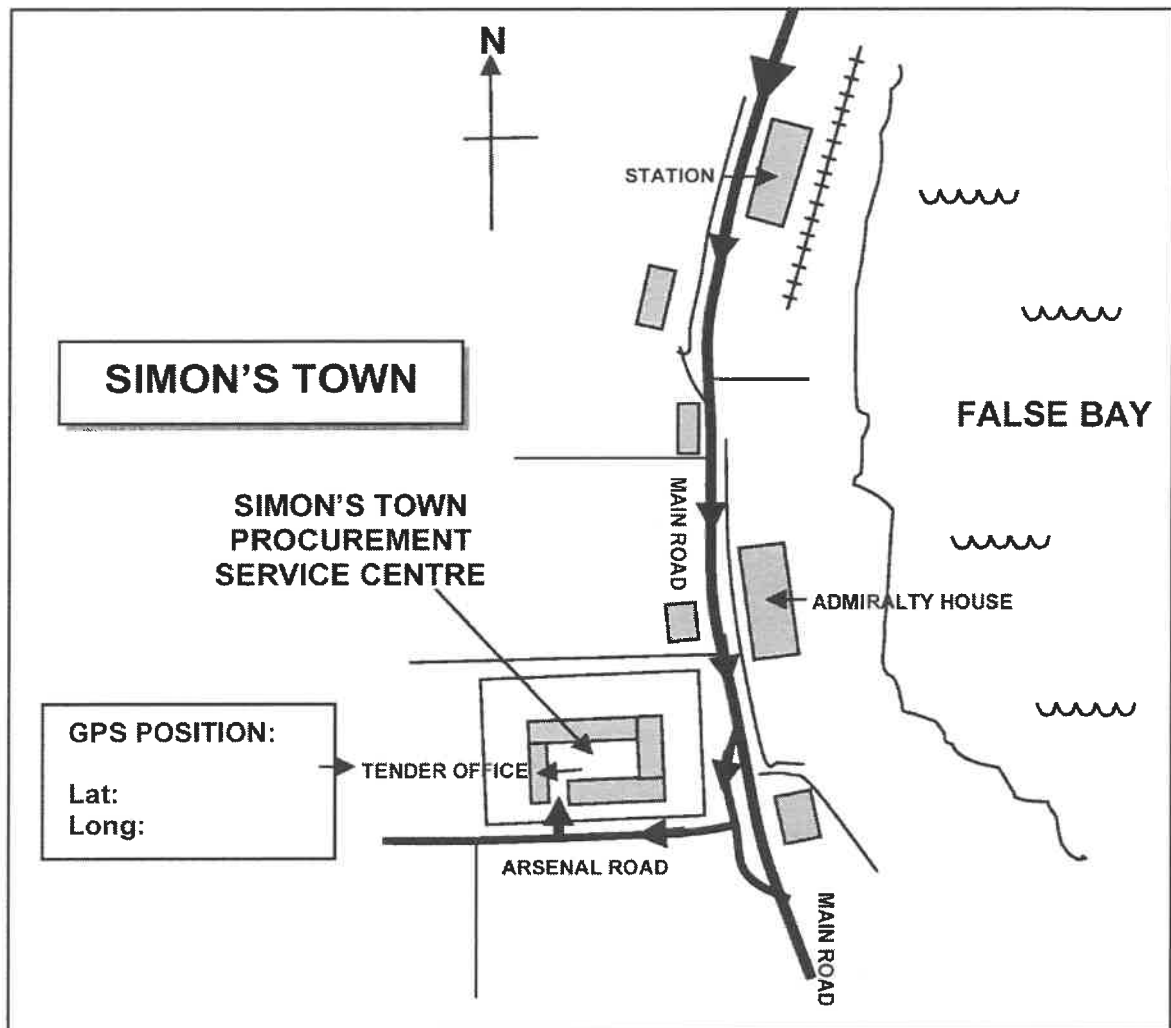
Closing period of bid: Minimum 21 Calendar days

Validity of Bid: 120 Calendar days

GPS CO-ORDINATES TO SPSC BID BOX:

S 34° 11. 530'

E 18° 25. 591'





logistics division

Department:
Defence
REPUBLIC OF SOUTH AFRICA

BID EVALUATION INSTRUCTIONS

1. All entries are to be completed in any **non-erasable ink** of your choice preferably **Blue** or **Black** ink. Amendments, scratching out, use of Tippex and omission to any documents will Invalidate the bid.
2. Except where otherwise indicated, all questions must be completed.
3. **No** bids received by **email, facsimile** or similar medium will be considered. The original bid must be deposited at the entrance (green box) or handed in at the Bid receipt section at SPSC, 2 Arsenal Road, Simon's Town.
4. The bidder is responsible for all the costs that they shall incur related to the preparation and submission of the bid document
5. All information regarding the evaluation process must be treated as confidential.
6. The **2 ENVELOPE** system will be utilized. Bidders are required to submit two separate, properly sealed envelopes, both clearly marked with the Company Name, Bid Number and Closing Date.
 - a. **Envelope 1:** Pricing Schedule (**Only Pricing Schedule and Specialised Laundry Item List**)
 - b. **Envelope 2:** SBD documents, Description and all other required documents.

NOTE THAT IF THE DOCUMENTS ARE SUBMITTED IN ONE ENVELOPE AND NOT IN TWO ENVELOPES AS INDICATED ABOVE, THIS OFFER WILL BE INVALIDATED

7. The bids will be evaluated according to the following criteria:
 - a. Two (2) Envelope System.
 - b. Mandatory Criteria and Administration Criteria (Phase 1, Stage 1).
 - c. Mandatory Technical evaluation (Phase 1, Stage 2).
 - d. Functionality Scoring (Phase 2).
 - e. Price and Specific Goals (Phase 3 & 4).
8. This requirement will be awarded using the 80/20 principal
9. No late bids will be accepted after the closing date and time.
10. The Simon's Town Procurement Service Centre reserves the right to award this Requirement as a case or per individual line.

BID FUNCTIONALITY EVALUATION COMMITTEE

PANEL MEMBER	REPRESENTING	FUNCTION / REASON
Representative	2 Military Hospital Representative	Evaluator
Representative	2 Military Hospital Representative	Evaluator
Representative	2 Military Hospital Representative	Evaluator
Observer	DOD Defence Intelligence (DI)	Observer
Evaluation Section	SPSC	SPSC Independent evaluator and report compiler.
Evaluation Section	SPSC	SPSC Independent Technical evaluator and report compiler
Capturing Section	SPSC	SPSC evaluator and Independent consolidator

PROCESS ASSUROR (PA)

11. A member of the SPSC Evaluation Section will be appointed as the Process Assuror. The Process Assuror (PA) will provide the Independent Consolidator with inputs regarding the process assurance of the tender activities for inclusion in the final evaluation report.

- a. Prepare the score sheets for each contender and scorer.
- b. Be conversant with the scoring methodology and be able to explain it to the scores.
- c. Once scoring has taken place, hand completed score sheets to the independent consolidator.
- d. The Process Assuror (PA) shall ensure that the scoring members remain impartial during the scoring process.

INDEPENDENT CONSOLIDATOR

12. A member of SPSC Evaluation Section will be appointed as the independent Consolidator and shall be responsible for the following actions:

- a. Be conversant with the scoring methodology.
- b. Calculate the average scores given per criteria for each offer and scorer and draw up a completed consolidated report.
- c. Submit the completed consolidated report to the Evaluation Section of SPSC. This report must form part of the Evaluation process prior to Adjudication.

- d. The consolidated report shall not be disclosed to any member of the Functional scoring Team.

MANDATORY CRITERIA

Envelope one (1)

The **Pricing Schedule and Specialised Laundry Item List** must be submitted in Envelope one (1). Bidders that do not submit the **Pricing Schedule and Specialised Laundry Item List** in Envelope one (1) will be eliminated / excluded and **will not proceed to Phase 1 Stage 1**.

S/NO	Mandatory Criteria
	Two (2) Envelope System
	Envelop One (1)
1.	<p><u>Pricing Schedule:</u> All fields on this document must be fully completed. Attention must be given to page 1, Bidders to complete the address block or make use of a Company Stamp, Total Unit Cost and Total Cost must be completed.</p> <p>Envelope 1: Pricing Schedule</p> <p>Failure to submit this document as indicated by the closing date and time will invalidate this offer.</p>
2.	<p><u>Specialised Laundry Item List:</u> This document must be fully completed for each item with price inclusive of VAT for year one (1), year two (2) and year three (3).</p> <p>Envelope 1: Specialised Laundry Item List</p> <p>Failure to submit this document as indicated by the closing date and time will invalidate this offer.</p>

MANDATORY AND ADMINISTRATION EVALUATION CRITERIA

Envelope Two (2)

Phase 1: Bidders will be evaluated as follows:

Phase 1 Stage 1 Mandatory Administration: Compliance to Mandatory Administration Evaluation Criteria, bidders that do not fully comply with the Mandatory Administration Evaluation Criteria will be eliminated / excluded and **will not proceed to Phase 1 Stage 2.**

S/NO	Criteria
	Phase 1, Stage 1
	Phase 1, Stage 1, Mandatory Evaluation Criteria
	Envelope Two (2)
3.	<u>SBD 4 - Bidders Disclosure:</u> This document must be fully completed. Failure to submit this document as indicated by the closing date and time will invalidate this offer. Appendix A
4.	<u>SBD 6.1 Preference Points Claim Form:</u> This document must be fully completed. Failure to submit this document as indicated by the closing date and time will forfeit your Specific Goals points. Appendix B
5.	<u>SBD 6.1 -Preference Points Claim Military Veteran Proof:</u> Bidders who are claiming points for being a military Veteran must submit a Confirmation of Listing on the Military Veterans Database as proof with their SBD 6.1 Failure to submit this document as indicated by the closing date and time will forfeit your Specific Goals points. Appendix C
6.	<u>Compulsory Briefing Session Certificate:</u> Suppliers/Contractors are advised to send a technically knowledgeable representative to the Briefing Session. Failure to attend the compulsory Briefing Session and submit the completed and signed Briefing Session certificate by the closing date and time will invalidate your offer. Appendix D

Phase 1: Bidders will be evaluated as follows:

Envelope Two (2)

Phase 1 Stage 1 Administration: Compliance to Administration Evaluation Criteria, bidders that do not fully comply with the Administration Evaluation Criteria may be required to submit omitted information. The Department of Defence reserves the right to request any info that will not interfere with the bid competitiveness.

S/NO	Criteria
	Phase 1, Stage 1
	Phase 1, Stage 1, Administration Evaluation Criteria
	Envelope Two (2)
7.	<u>SBD 1 / Invitation to Bid:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix E
8.	<p><u>Central Suppliers Database (CSD) Full Registration Report:</u> The CSD Full Registration Report should be submitted. The following point are essential:</p> <ul style="list-style-type: none"> i. CSD Full Registration Report should not be older than 14 days ii. Tax Compliant on day of award. If not compliant, a grace period of 7 days will be given to update this status. iii. Successfully verified bank details iv. May not be a restricted supplier v. Physical Address type (must be a physical street address) iv. Suppliers should be registered for the commodity/service required for this bid. <p>Failure to submit the CSD full Registration Report by the closing date and time may invalidate this offer. Appendix F</p>
9.	<u>SPSC Indemnity Agreement Form:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix G
10.	<u>Written Agreement wrt Occupational Health and Safety Agreement (OHASA):</u> The OHASA agreement, signed amongst the DOD and bidder to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix H
11.	<u>SPSC Group Questionnaire:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix I
12.	<u>Defence Intelligence Questionnaire (D.I.)</u> The DI Vetting form to be completed in full. Failure to submit the DI Vetting form and required documentation as indicated, by the closing date and time may invalidate this offer. Appendix J

MANDATORY TECHNICAL EVALUATION

Envelope Two (2)

1. **Phase 1 Stage 2:** Bidders must comply with the User Requirement Specification. Bidders who do not will be invalidated/ excluded and will not proceed to Phase 2.

S/No	Criteria
	Phase 1 Stage 2
	Envelope Two (2)
1.	<p>SPECIFICATION: The bidder's compliance must be indicated with the word <u>comply / do not comply, agree / do not agree, yes or no, each paragraph and sub-paragraph must be acknowledged.</u> No abbreviations will be accepted, for example, "c/nc for comply/not comply or y/n for yes/no, any form of emoji's (☺) or ticks (✓) (x) etc". The most suitable suppliers will be awarded in accordance with compliance to Statement of Work and fit for purpose</p> <p>A separate attached signed letterhead shall be used if space provided is inadequate for listing the deviations. It shall clearly list the relevant paragraphs and, in detail, the deviations from that stated/specified.</p> <p>This Specification shall not be used for any purpose other than tendering or manufacturing. No alterations shall be allowed without the consent of the Simon's Town Procurement Service Centre</p> <p>Failure to comply will invalidate this offer. Appendix K</p>
2.	<p>Certificate Of Occupancy Certificate: Bidders must submit proof of the Certificate Of Occupancy issued in terms of Section 14 of the National Building Regulations and Building Standards Act of 1997 Act 103 of 1977, to run a laundry services. Certificate must be in bidding company's name.</p> <p>Failure to submit the Certificate Of Occupancy Certificate in the bidders name will invalidate this offer. Appendix L</p>

Functionality Criteria Phase 2

Envelope Two (2)

1. **Phase 2:** Only bidders that qualified on Phase 1 and Phase 1 stage 2 will be evaluated for Functionality (Phase 2). The bids will be adjudicated with a maximum total of 100 points.

All bidders who score less than **75%** will be excluded from the next phase of the evaluation.

<u>Functionality Criteria</u>		<u>Points</u>
1.	Experience in rendering a Specialised Laundry and Dry Cleaning Service.	5
2.	Procedures & Processes to provide the Scope of Services	12
3.	Visit of Premises.	83

Ser No	Functionality Criterion	Parameters	Points	Instrument of Evidence
1.	Experience (track record) in rendering a Specialised (Medical) Laundry and Dry Cleaning Service	5 + Years		Please submit your appointment letters for previous contracts and reference letters. Provide at least two (2) contactable reference for verification
		4 Years		
		3 Years		
		2 Years		
		0 Years		

Ser No	Functionality Criterion	Parameters	Points	Instrument of Evidence
2.	Procedures & Processes to provide the Scope of Services	Brief Proposal describing the firms procedures & processes for;		
		Sterile grade-laundry service		Provide a recent record of the microbial testing period
		Non Submission		
		Temperature washing and disinfection		Provide a recent record of machine calibration and Validation of temperature.
		Non Submission		
		Validation of temperature 65°C for not less than 10 minutes		Provide description on temperature washing and disinfection of linen and garments.
		Non Submission		
		Validation of temperature min of 71°C for less than 3 minutes		Provide a recent record of temperatures of wash cycles for tunnel washer or/and washer disinfectant.
		Non Submission		
		Action plan for cross contamination		Provide a brief action plan on the prevention of cross contamination and patient safety. Provide a labelled floor action plan
		Non Submission		
		Drying, folding, packaging and processes		Brief description on drying process, folding of items and packaging.
		Non Submission		

3. A team from 2 Military Hospital will visit the Laundromat to confirm if the bidder confirm to compliance and the following will be checked but not limited to below:

3.1. Does the Laundromat agree that it is suitably equipped to handle contaminated linen and hospital grade linen?

1.	<u>OHS and IPC Aspects:</u>	Points	
1.1	Is the correct PPE supplied (Coverall, gloves, booties, caps, masks, goggles) and weared correctly		
1.2	Are members vaccinated with (HBV) Hepatitis B Vaccination		
1.3	Are there records methods of vaccination		
1.4	Is there a policy for injury on duty		
1.5	Are safety posters displayed		
1.6	Do members receive health education		
1.7	Are there records of health education given		
1.8	Staff are aware of the correct procedures following a blood/body fluid spillage		
1.9	Staff receive training in Infection Prevention and Control		
1.10	Work restriction-staff report when sick		
2.	<u>Environment and Processes</u> <u>Receiving Area – Soiled Linen:</u>	Points	
2.1	Are the clean and dirty areas separated		
2.2	Is it separated by wall		
2.3	If spatial separation, is this clearly demarcated with clear space of at least 2 meters		
2.4	Is the dirty area large enough for quantities linen received		
2.5	Are there a clear distinction between dirty linen and soiled linen 18.Are soiled linen received with yellow bags		
2.6	Are there separate staff for clean and dirty areas		
2.7	Is the transfer of linen from dirty to clean safely achieved		
2.8	Are all areas clean and clutter free		
2.9	Are members sorting linen wearing the appropriate protective clothing		

2.10	There are a process for items deemed unsuitable for washers		
2.11	Are the clean and dirty areas separated		
3.	<u>Washer Area:</u>	Points	
3.1	Is Laundry sluiced in the dirty area		
3.2	Sluicing by machine		
3.3	Sluicing by hand		
3.4	Are soiled linen disinfected		
3.5	Are soiled linen sorted in sorting area		
3.6	Are soiled linen placed directly washer dis infectors		
3.7	Are tunnel washers used		
3.8	Are there separate washers disinfectors for soiled linen		
3.9	Process parameters available for checking each cycle		
3.10	What temperature are used (recommended min 60 for not less 10 minutes or min of 71 not for less than 3 minutes)		
3.11	What is the holding time at this temperature(recommended 10 min)		
3.12	Are records maintained of loads and washing temperatures		
4.	<u>Are Chemicals Used for this Process:</u>	Points	
4.1	Soaking		
4.2	Pre-wash		
4.3	In washing machine		
4.4	Bleach cycle included		
4.5	Fabric softener used		
4.6	Are MSD available for chemicals used		
4.7	Are they able to manage heat sensitive items		
4.8	Are they able to manage infested linen		
4.9	Can water soluble bags be used in washer dis infectors		
4.10	Are chemicals within their expiry dates?		

5.	<u>Driers:</u>	Points	
5.1	Are there sufficient numbers of tumble dryers		
5.2	Driers are clean, lint free and free from dust and dirt		
5.3	Length of drying times cycle available		
5.4	Tables/benches are clean with no broken surfaces		
6.	<u>Ironing:</u>	Points	
6.1	Ironing - by machine		
6.2	Ironing - by hand		
6.3	Ironing - by steam		
6.4	Linen not touching the floor during ironing		
6.5	Information sheet displayed with temperature of different materials		
6.6	Area is clean, lint free and free from dust and dirt		
7.	<u>Clean Linen Area – Behind ironers – Main storage area:</u>	Points	
7.1	Distinctly separated from soiled linen		
7.2	Prevents contamination		
7.3	Allows stock rotation – oldest used first		
7.4	Clean Linen		
7.5	Trolleys that are used for receiving from driers are clean		
7.6	Staff know what to do if items still stained after wash		
7.7	Staff know what to do if items fall on the floor		
7.8	Linen checked for quality		

8.	<u>Validation:</u>	Points	
8.1	Are tests carried out to validate the laundry process		
8.2	Are processes according to SABS/SANS Laundry standards (SANS 10146:2012)		
8.3	Are results acceptable and within the SABS/SANS laundry standards		
8.4	Are linen of an acceptable standards when returned		
8.5	Are linen returned in clean laundry bags		
8.6	Are there delivery records		
8.7	Are there collection records		
9.	<u>Transport of Laundry (Trucks / Vehicles):</u>	Points	
9.1	Are different trucks used for clean and dirty linen		
9.2	Do dual purpose trucks have separate compartments		
9.3	Are there cleaning and disinfection process for trucks		
9.4	Are the trucks secured/ lockable		
9.5	Are dedicated loading and unloading bays for trucks (clean and dirty)		
9.6	Is collection of laundry according to client specification		
9.7	Is delivery of laundry according to client specification		
10.	<u>Hand Hygiene:</u>	Points	
10.1	Hand basin available		
10.2	Liquid soap available		
10.3	Alcohol hand sprays available		
10.4	Hand hygiene promoted / posters displayed		

11.	<u>Waste Management:</u>	Points	
11.1	Appropriate disposal unit for medical waste		
11.2	Appropriate disposal unit for general waste		
11.3	Sharp containers available for disposal of any sharp objects		
11.4	Sharp container less than 2/3 full		
12.	TOTAL POINTS 100	/100	

4. The calculations for scoring would be as follows:

$$A \div B \times 100$$

Where

A= Total score of bid/proposal under consideration

B= Maximum possible score.

5. The qualifying bidder should obtain a **minimum** score of **75%**.

SCORING TABLE

Ser. No	Criteria	Weight	Points	Total	Remarks
1.	Experience in rendering a Specialised Laundry and Dry Cleaning Service.				
2.	Procedures & Processes to provide the Scope of Services				
3.	Visit of Premises.				
	TOTAL	100	100		

6. I declare that I have no personal interest in the matter addressed in the submission and I did not purposefully and unlawfully prejudice anyone in the discharge of my duty as a scorer.

7. PARTICULARS OF SCORE OBTAINED:

The Rendering Of A Specialised Laundry And Dry Cleaning Services For 2 Military Hospital Wynberg For A Period Of Three (3) Years Western Cape	
BID NUMBER	SPSC / B / 028 /2025
NAME OF BIDDER	
BIDDERS SCORE OBTAINED	
NAME OF SCORER	
RANK	
SIGNATURE	
DATE	

Phase 3 & 4: Only bidders who qualified on Phase 1 stage 1 & 2 will be evaluated on Phase 3 and 4 Price and Specific Goal Points

Phase 3	Price (Will be according to specific requirements)	80/
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Phase 4: Preferential points. (As per Preferential Procurement Regulations 2022)
In terms of Regulation 4(2); 5(2); and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purpose of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/documentation stated in the conditions of this tender

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

TABLE 1: THE TENDERER IS TO PICK ONLY ONE SPECIFIC GOAL

	The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
LEVEL 1	51% owned by Black Women Military veterans or 51% owned by Black Youth or 51% owned by Black people with disability	10	20		

	The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
LEVEL 2	51% owned by Black Male Military veterans or 51% owed by people with disability or 51% owned by Black Women EME's	8	18		
LEVEL 3	51% owned by Women Military veterans or 51% owned by Black Male EME's or 51% owned by Black Women EME's or 51% owned by Black Women QSE's	6	16		
LEVEL 4	51% owned by Male Military veterans or 51% owned by Youth or 51% owned by any other EME's or 51 owned by Black Male QSE's or 51% owned by Women QSE's	4	14		
LEVEL 5	51% owned by any other QSE's	2	12		
LEVEL 6	NOT APPLICABLE				
LEVEL 7	NOT APPLICABLE				
LEVEL 8	Non-compliant	0	0		

NOTE: Bidders Specific Goal Points claimed will be verified against the CSD Registration Report.

Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed

The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state



PRICING SCHEDULE

Pricing Schedule: All fields on this document must be fully completed. Attention must be given to page 1, Bidders to complete the address block or make use of a Company Stamp, Total Unit Cost and Grand Total must be completed.

Envelope 1: Pricing Schedule

Failure to submit this document as indicated by the closing date and time will invalidate this offer.

Request for Bid : SPSC-B-028-2026

Author: Lizelle Crous
Date: 12/10/2025 11:05:38

PRICING SCHEDULE

Bid No. SPSC-B-028-2026
Document No: 0000611842
Description: THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF 3 YEARS
Currency: ZAR
Closing Date: 2026/01/26 11:00:00
Status: Created
Validity Days:

* Request for Bid Closed
Please Complete

Document Type
Company Name:
Attention:
Tel No:
Fax No:
Cell No:
Email:

No.	Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
1	35150508	THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICE FOR 2 MILITARY HOSPITAL WYNBERG FOR 3 YEARS WESTERN CAPE	2 MILITARY HOSPITAL	Wynberg	PER YEAR	N/A
		Line Comment	Lead Time	Quantity Required	Quantity Available	
		TOTAL PRICE FOR RENDERING OF LAUNDRY SERVICE FOR YEAR ONE (1) AS PER SPECIALISED LAUNDRY LIST	N/A	1	1	
		Total Unit Cost in ZAR Currency, including VAT and ALL Delivery Costs				
		Total Cost in ZAR Currency, including VAT and ALL Delivery Costs				

Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
35150508	THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICE FOR 2 MILITARY HOSPITAL WYNBERG FOR 3 YEARS WESTERN CAPE	2 MILITARY HOSPITAL	Wynberg	PER YEAR	N/A
Line Comment					
TOTAL PRICE FOR RENDERING OF LAUNDRY SERVICE FOR YEAR TWO (2) AS PER SPECIALISED LAUNDRY LIST					
		Lead Time	Quantity Required	Quantity Available	
		N/A	1	1	
Total Unit Cost in ZAR Currency, Including VAT and ALL Delivery Costs *					
Total Cost in ZAR Currency, Including VAT and ALL Delivery Costs *					

2

Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
35150508	THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICE FOR 2 MILITARY HOSPITAL WYNBERG FOR 3 YEARS WESTERN CAPE	2 MILITARY HOSPITAL		PER YEAR	N/A
Line Comment					
TOTAL PRICE FOR RENDERING OF LAUNDRY SERVICE FOR YEAR THREE (3) AS PER SPECIALISED LAUNDRY LIST					
		Lead Time	Quantity Required	Quantity Available	
		N/A	1	1	
Total Unit Cost in ZAR Currency, Including VAT and ALL Delivery Costs *					
Total Cost in ZAR Currency, Including VAT and ALL Delivery Costs *					

3

Indicate Lead Time for all Items (Days)

The following conditions are hereby accepted:
"Standard Terms and Conditions" or "General Conditions of Contract" Available on Websites () or attached.
The awarding of the price quotation as determined by (Department of Defence).

The following is hereby certified:

This offer is correct and any mistakes will be at my risk.
I accept responsibility for the execution of all obligations entrusted upon me.
I did not participate in any collusive practices with any other supplier or any other person regarding
this price quotation or any other price quotation.
I am duly authorized to sign the price quotation.
The offer is inclusive of value Added Tax

Name: * Capacity: *

Signature: * Date: *

↓ Please Complete ↓

Price Firm Y/N	Brand & Model	Grand Total Including Vat: *
Do You Accept Government Orders Y/N	Delivery Period Firm Y/N	
Comply with Specification Y/N	If Not, Deviations	

Questionnaires

Questionnaires / Evaluation Criteria

THE 2020 QUESTIONNAIRE EVALUATION TEMPLATE V2

Complete SB D 61

Questions

Level 1: 51% owned by Black Women Military veterans / 51% owned by Black youth / 51% owned by Black people with disability

Level 2: 51% owned by Black Male Military veterans / 51% owned by people with disability / 51% owned by Black Women EMEs

Level 3: 51% owned by Women Military veterans / 51% owned by Black Male EMEs / 51% owned by Black Women QSEs/51% owned by Women EMEs

Options	
LEVEL 1	<input type="checkbox"/>
LEVEL 2	<input type="checkbox"/>
LEVEL 3	<input type="checkbox"/>
LEVEL 4	<input type="checkbox"/>
LEVEL 5	<input type="checkbox"/>
LEVEL 6	<input type="checkbox"/>

<p>Level 4: 51% owned by Male Military veterans / 51% owned by youth / 51% owned by any other EMEs/ 51% owned by Black Male QSEs / 51% owned by Women QSEs</p> <p>Level 5: 51% owned by any other QSEs</p>	<div> <div>LEVEL 7</div> <div>LEVEL 8</div> <div>NON-COMPLIANT</div> </div>
Attachment Description	Attachment File Name

ENVELOPE 1



Specialised Laundry Item List

Specialised Laundry Item List: This document must be fully completed for each item with price inclusive of VAT for year one (1), year two (2) and year three (3).

Envelope 1: Specialised Laundry Item List

Failure to submit this document as indicated by the closing date and time will invalidate this offer.



logistics division

Department:
Defence
REPUBLIC OF SOUTH AFRICA

SPECIALISED LAUNDRY ITEM LIST

Ser No	Item Description	DOQ	Price year 1	Price Year 2	Price Year 3
1.	Sheet Flat	each	R	R	R
2.	Sheet Fitted	each	R	R	R
3.	Sheet Draw	each	R	R	R
4.	Sheet Theatre Abdominal	each	R	R	R
5.	Sheet Theatre Neurology	each	R	R	R
6.	Sheet Theatre Dental	each	R	R	R
7.	Sheet Theatre Operating	each	R	R	R
8.	Pillow covers	each	R	R	R
9.	Towelling Dressing	each	R	R	R
10.	Towelling Dental	each	R	R	R
11.	Towelling Skin	each	R	R	R
12.	Towelling Bath	each	R	R	R
13.	Table Cloths	each	R	R	R
14.	Green Theatre Jacket	each	R	R	R
15.	Green Theatre Trousers	each	R	R	R
16.	Green Theatre Gowns	each	R	R	R
17.	Curtains	each	R	R	R
18.	Bed Screens	each	R	R	R
19.	Cloth Theatre	each	R	R	R
20.	Cloth Dish	each	R	R	R
21.	Blanket SAMHS	each	R	R	R
22.	Blanket Regular	each	R	R	R
23.	Theatre Mayo Cover	each	R	R	R
24.	Linen Bags	each	R	R	R
25.	Pillows	each	R	R	R
26.	Bedspread	each	R	R	R
			R	R	R
			<i>Total price for year 1</i>	<i>Total price for year 2</i>	<i>Total price for year 3</i>

Total Bid Price for Year 1 + Year 2 + Year 3 = R_____



SBD 4: BIDDERS DISCLOSURE

SBD 4 - Bidders Disclosure: This document must be fully completed. Failure to submit this document as indicated by the closing date and time **will invalidate this offer. Appendix A**

Failure to submit the document as indicated by the closing date and time will invalidate this offer.

Appendix A

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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.

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.

2. Bidder's declaration

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

YES / NO

- 2.1.1 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

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

YES / NO

- 2.2.1 If so, furnish particulars:

.....

.....

¹ 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.

2.3 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

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

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

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

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

3.3 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 ² will not be construed as collusive bidding.

3.4 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.

3.5 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.

3.6 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.

² 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.

3.7 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 1, 2 and 3 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.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



SBD 6.1: PREFERENCE POINTS CLAIM FORM

SBD 6.1 -Preference Points Claim Form: This document must be fully completed. Failure to submit this document as indicated by the closing date and time **will forfeit your Specific Goals points.** **Appendix B**

Failure to complete the document as indicated by the closing date and time will forfeit your Specific Goals points.

Appendix B

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

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

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. **POINTS AWARDED FOR PRICE**

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. **POINTS AWARDED FOR SPECIFIC GOALS**

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

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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

THE TENDERER IS TO PICK ONLY ONE SPECIFIC GOAL

Status Level	The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Level 1	51% owned by Black Women Military veterans or 51% owned by Black Youth or 51% owned by Black people with disability	10	20		
Level 2	51% owned by Black Male Military veterans or 51% owned by people with disability or 51% owned by Black Women EME's	8	18		

Level 3	51% owned by Women Military veterans or 51% owned by Black Male EMEs or 51% owned by Women EMEs or 51% owned by Black Women QSEs	6	16		
Level 4	51% owned by Male Military veterans or 51% owned by Youth or 51% owned by any other EMEs or 51% owned by Black Male QSEs or 51% owned by Women QSEs	4	14		
Level 5	51% owned by any other QSEs	2	12		
Level 6	Not Applicable				
Level 7	Not Applicable				
Level 8	Non-compliant	0	0		

NOTE: Bidders are to submit Sworn Affidavit to substantiate the preference points claimed. Sworn Affidavit must be signed by legally recognized Commissioner of Oath.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

NOTE: The Department of Defence reserves the right to verify the truthfulness of the claims (par 4.6 iii).

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....



SBD 6.1: PREFERENCE POINTS CLAIM MILITARY VETERAN PROOF

SBD 6.1 -Preference Points Claim Military Veteran Proof: Bidders who are claiming points for being a military Veteran must submit a Confirmation of Listing on the Military Veterans Database as proof with their SBD 6.1 Failure to submit this document as indicated by the closing date and time **will forfeit your Specific Goals points. Appendix C**

Failure to complete the document as indicated by the closing date and time will forfeit your Specific Goals points.

Appendix C



COMPULSORY BRIEFING SESSION

Compulsory Briefing Session Certificate: Suppliers/Contractors are advised to send a technically knowledgeable representative to the Briefing Session.

Failure to attend the Compulsory Briefing Session and submit the completed and signed Briefing Session Certificate by the closing date and time will invalidate this offer. Appendix D



logistics division

Department:
Defence
REPUBLIC OF SOUTH AFRICA

BRIEFING SESSION CERTIFICATE

Briefing Session Date: 12 January 2026

Briefing Session Time: 11H00

Venue: Simon's Town Procurement Service Centre, Community Centre, Arsenal Road,
Western Cape

Bid Number: SPSC / B / 028 / 2026

Closing Date: 26 January 2025

Closing Time: 11H00

Validity Period: 120 Calendar Days

The Information Briefing Session is compulsory and the signed and stamped certificate must be submitted as Appendix D as part of the Bid document.

It is hereby confirmed that:

(Legal Name of Company)

(Name of Company Representative)

Attended the official Briefing Session and cognisance has been taken of the information as per the presentation, bid document, the brochure / hand-out and all relevant documentation.

Signature of Company Representative

**Simon's Town Procurement Service centre
Representative**

Official Date Stamp

The time as stipulated in the Bid Document for the Briefing Session and latecomers will under no circumstances be permitted to attend.

Failure to attend the Briefing Session and provide this completed certificate with the Bid Document by the closing date and time will invalidate your Bid.



SBD 1: INVITATION TO BID

SBD 1 / Invitation to Bid: This document to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer.** Appendix E

Failure to submit this document as indicated by the closing date and time may invalidate this offer.

Appendix E

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SIMON'S TOWN PROCUREMENT SERVICE CENTRE					
BID NUMBER:	SPSC-B-028-2025	CLOSING DATE:	26 January 2026	CLOSING TIME:	11H00
DESCRIPTION	THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF THREE (3) YEARS WESTERN CAPE				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
DOCUMENTS TO BE DEPOSITED AT THE ENTRANCE (GREEN BOX) SIMON'S TOWN PROCUREMENT SERVICE CENTRE, NO: 2 ARSENAL ROAD, SIMON'S TOWN OR HANDED IN AT THE BID RECEPTION SECTION, NO: 2 ARSENAL ROAD, SIMON'S TOWN (DIRECTIONS TO THE ABOVE ADDRESS AVAILABLE WITH THE BID DOCUMENTS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO					
CONTACT PERSON	FLIGHT SERGEANT CROUS		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
TELEPHONE NUMBER	021 787 5034		CONTACT PERSON	CHIEF PETTY OFFICER I. VANDER WESTHUIZEN	
FACSIMILE NUMBER			TELEPHONE NUMBER	021 787 5207	
E-MAIL ADDRESS	spscbidinvitation@dod.mil.za spscbidinvitation@gmail.com		FACSIMILE NUMBER		
			E-MAIL ADDRESS	spsctechnical@dod.mil.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

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

.....

DATE:

.....



CENTRAL SUPPLIER DATA BASE (CSD) FULL REGISTRATION REPORT

Central Suppliers Database (CSD) Registration Report: The CSD Full Registration Report should be submitted, The following points are essential:

- i. CSD Full Registration Report should not be older than 14 days
- ii. Tax Compliant on day of award. If not compliant, a grace period of 7 days will be given to update this status.
- iii. Successfully verified bank details
- iv. May not be a restricted supplier
- v. Physical Address type (must be a physical street address)
- iv. Suppliers should be registered for the commodity/service required for this bid.

Failure to submit the CSD Full Registration Report by the closing date and time may invalidate this offer.



SPSC INDEMNITY AGREEMENT FORM

SPSC Indemnity Agreement Form: This document to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer. Appendix G**

**Failure to submit this document as indicated
by the closing date and time may invalidate
this offer. Appendix G**



logistics division

Department:
Defence
REPUBLIC OF SOUTH AFRICA

RELEASE OF INDEMNITY AGREEMENT FROM BIDDER: _____

IN RESPECT OF SPSC / B / _____ / 2025

INDEMNITY

1. I agree that the Department of Defence, its agents, Officers, employees, volunteers and representatives (hereafter referred to as "DOD") are indemnified from any claim that may arise from a third party and all costs or legal expenses in this regard, to such a claim for loss or damage resulting from the death, illness, injuries or disability of any such person(s), or the damage to the property of mine or any other person(s) that may result from or be related to the execution of this contract.

2. The DOD and its employees will not be held responsible for any claim or injury to my personnel or the personnel of my sub-contractors, if and when applicable, whilst on DOD property or in the execution of their tasks on DOD property.

DAMAGE COMPENSATION

3. I will be held liable for any damage or theft that may be caused, to the premises or content by me or my employees or be due to our neglect whether in the normal execution of our duties or otherwise and a claim for indemnification can accordingly be imposed by the DOD against me.

4. In the case of damages to premises or content resulting from the work done, I undertake to rectify the damage immediately to the satisfaction of the DOD. If I fail to act immediately after notification, the DOD will rectify the damage at will and the cost thereof will be recovered from any monies outstanding to me.

WAIVER

5. No waiver of any of the terms and conditions of the contract will be binding or effectual for any purpose unless expressed in writing and signed by the parties thereto, and any waiver will be effective only in specific instances and for the purpose given. No failure or delay on the part of either party in exercising any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof or the exercise of right, power or privilege.

ACKNOWLEDGEMENT

I acknowledge that I have read and understood this agreement, that I have executed this agreement voluntarily and that this agreement is binding to myself. I accept that the DOD may reject the offer and/or act against me if I contravene this agreement.

Full Name and Signature of Bidder's Duty Authorised Representative

Date

Witness 1: _____ Witness 2: _____

Date: _____





WRITTEN AGREEMENT WRT OCCUPATIONAL HEALTH AND SAFETY AGREEMENT (OHASA)

Written Agreement wrt Occupational Health and Safety Agreement (OHASA): The signed OHASA agreement amongst the DOD, bidder and sub – contractor/s (in the event of sub-contracting) to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer. Appendix H.**

Failure to submit this document as indicated by the closing date and time may invalidate this offer.

Appendix H



WRITTEN AGREEMENT TO COMPLETE AN OCCUPATIONAL HEALTH AND SAFETY AGREEMENT FOR THE COMPLETION OF A CONTRACT ENTERED INTO BETWEEN

THE DEPARTMENT OF DEFENCE AND _____

_____(Herein after referred to as the contractor)

AS ENVISAGED BY SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT NO 85 OF 1993 AS AMENDED

WORKMAN COMPENSATION NUMBER: _____

1, I, (full names) _____

(Identity Number _____) being fully authorised to represent the Contractor, do hereby confirm that the supplier is an employer on its own right with duties as prescribed in the Occupational Health and Safety Act 85 of 1993 as amended and agree to ensure that all work will be performed or plant and machinery will be used in accordance with the provision of the said Act.

2. I hereby confirm that I will ensure that all our employees or Subcontractors workmen are covered in terms of the Compensation for Occupational Injuries and Diseases Act 1993, which cover shall remain in force whilst any such workmen are working with or on Department of Defence (DOD) property for the duration of the contract period.

3. I furthermore confirm that we and / or our Subcontractor(s) are in possession of a valid "Certificate of good standing" issued by the Workman Compensation Commissioner.

4. I furthermore confirm and agree that I and / or our Subcontractor(s) will sign a written agreement on occupational health and safety responsibilities for completion of a contract entered into between the Department of Defence **within 10 days** of the award of the contract should we be successful bidder. I acknowledge that should I fail to sign the OHAS agreement within this period; the contract will be terminated with immediate effect with no recourse on my behalf.

Signed By Contractors Authorised Representative

Full Name of Contractors Authorised Representative

Witnesses 1. _____

2. _____

Signed and entered into at _____ On _____ 2025



SPSC GROUP QUESTIONNAIRE

SPSC Group Questionnaire: This document to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer.**

Appendix I

Failure to submit this document as indicated by the closing date and time may invalidate this offer.

Appendix I

SIMON'S TOWN PROCUREMENT SERVICE CENTRE

CLOSING DATE OF BID: 26 JANUARY 2026
CLOSING TIME OF BID: 11H00

BID NUMBER: SPSC-B-028-2025
VALIDITY: 120 CALENDAR DAYS

GROUP QUESTIONNAIRE

Circle applicable response and delete not applicable response.

Service required for **THE RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF THREE (3) YEARS WESTERN CAPE**

1. Do you confirm compliance to 120 calendar day's validity period? YES / NO
If not, state reason/s: _____
2. Is your price firm for the validity period of 120 calendar days? YES / NO
If not, state reason/s: _____
3. Do you accept Government Orders? YES / NO
4. Lead Time/Delivery period required by supplier after receipt of order: days, weeks or months

5. Indicate the Brand Offered: _____

Copies of General Bid Conditions and General Conditions of Contract are available from the National Treasury Website (www.treasury.gov.za)

6. Do you confirm compliance to the Special Conditions of Contract, General Bid Conditions and General Conditions of Contract YES / NO
7. Do you confirm that you may sign a SBD 7.1 or SBD 7.2 on award, YES / NO

General Information

8. Bid Documents: have you made/kept a copy of completed Bid documents for reference purposes: YES / NO

Clarification of Information: It has been noted and confirmed that the DOD may request clarification on any information regarding any aspect included in the bid document. The bidder is to supply the requested information within the requested time span. Failing may result in the bid being disqualified.

ADMINISTRATION

Bidders are requested to number each page of the Bid Document submitted. Pages are to be numbered from the bottom page to the top page (top right hand corner)

NB: SPSC RESERVES THE RIGHT TO RECALL THE BIDDER/S TO COMPLY WITH THE ABOVE ADMINISTRATION INSTRUCTION

I/WE HEREBY CONFIRM THAT I/WE HAVE COMPLIED WITH ALL OF THE ABOVE REQUIREMENTS

WITNESS 1: _____ DATE: _____

WITNESS 2: _____ DATE: _____

BIDDER NAME: _____

SIGNATURE: _____ DATE: _____

Capacity under which this bid is signed _____



DEFENCE INTELLIGENCE QUESTIONNAIRE (D.I.)

Defence Intelligence Questionnaire (D.I.) The DI Vetting form must be completed in full. Failure to submit the DI Vetting form and required documentation as indicated by the closing date and time **may invalidate this offer.** Appendix J

Note the winning Bidder will have to complete/submit missing information once awarded.

Failure to submit the DI Vetting form and required documentation as indicated by the closing date and time may invalidate this offer.

DEPARTMENT OF DEFENCE INTELLIGENCE (DI) VETTING

TO DI SEC INSTR/01/2014

QUESTIONNAIRE:

MAIN CONTRACTOR

Company Name:

Company Registration Number:

DOD Supplier Code (if already registered with the DOD):

Personal particulars of Company Director(s) (Include copy of RSA Identification and passport document):

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Personal particulars of Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation)

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Company Physical Address:

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Company Postal Address:

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Company Core Business:

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SECTION B

SUB CONTRACTORS DETAILS

Personal particulars of sub-contractors if any (Include copy of RSA Identification and passport documents):

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Personal particulars of Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation)

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Sub Contractors Company Physical Address:

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Sub Contractors Company Postal Address:

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Sub Contractors Company Core Business:

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SECTION C

MAIN CONTRACTOR

1. When did the company begin with its operations?

Answer:

2. Is the company registered with the Company and Intellectual Property Commission (CIPC)? If yes, provide the registration number and attach a certified copy of the registration certificate.

Answer:

3. List the services that will be rendered by the company to the SANDF?

Answer:

.....

.....

4. Which DOD installations/unit and specific area/section does the company required access to?

Answer:

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.....

5. Name list and copies of RSA ID's / passports of all employees entering the DOD installation.

Answer:

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.....

6. Does the company provide services to other RSA state departments? If yes, provide the names of the departments and the period/s during which service was provided.

Answer:

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.....

7. Does the company provide services to foreign governments and/or companies? If so, provide details.

Answer:
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8. Has the company been implicated in any fraudulent activities? If yes, provide details.

Answer:
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9. Has the company been implicated in any corrupt practices? If yes, provide details.

Answer:
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10. Has the company been implicated in any other criminal activity? If yes, provide details.

Answer:
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11. Is the company under investigation by any government security agency? If yes, provide details.

Answer:
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12. What known factor could possibly prevent this company from entering into contract with the Department of Defence and Military Veterans or any component thereof and why?

Answer:

.....

.....

Compiled by:

Name:

Identification Number:

Position in Company:

Signature:

Date:

NB: Important; The following documentation is Mandatory and is to be included in the DI vetting declaration

- *The profiles of the Director(s) of the Main Contractor and Sub- Contractors as well as their RSA Identification and passport documents.*
- *The registration number and attach a certified copy of the registration certificate with the Company and Intellectual Property Commission (CIPC).*
- *Name list and RSA IDs of all personnel entering DOD premises except for Courier.*
- *Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation).*



USER REQUIREMENT SPECIFICATION

SPECIFICATION: The bidder's compliance must be indicated with the word **comply/do not comply, agree/do not agree, yes or no, each paragraph and sub-paragraph must be acknowledged.** No abbreviations will be accepted, for example, "c/nc for comply/not comply or y/n for yes/no, any form of emoji's (😊) or ticks (✓) (x) etc". The most suitable suppliers will be awarded in accordance with compliance to Statement of Work and fit for purpose

A separate attached signed letterhead shall be used if space provided is inadequate for listing the deviations. It shall clearly list the relevant paragraphs and, in detail, the deviations from that stated/specified.

This Specification shall not be used for any purpose other than tendering or manufacturing. No alterations shall be allowed without the consent of the Simon's Town Procurement Service Centre

Failure to submit this document as indicated by the closing date and time will invalidate this offer

SPECIFICATION FOR RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF THREE (3) YEARS		COMPLIANCE
		COMPLY / DO NOT COMPLY
1.	SCOPE	
1.1	The contractor shall be accountable and responsible for rendering of a Specialised Laundry and Dry cleaning Service for 2 Military Hospital Wynberg in the Western for a period of three (3) years.	
2.	LOCATION	
2.1	2 Military Hospital, Hospital Road, Military Base Wynberg, Cape Town.	
3.	TASK	
	TASK OVERVIEW	
3.1	The service provider shall be responsible for the collection and delivery to and from 2 Military Hospital Wynberg.	
3.2	Collection of all dirty / soiled / contaminated laundry shall be Monday to Friday between 08h00 and 11h00.	
3.3	Transportation of soiled laundry shall comply in all aspects with the regulations of the National Health Care Risk Waster Management Regulations and South African National Standards (SANS) 10187-8 and the National Road Traffic Act no 3, 1996 Chapter VIII to the transportation of dangerous goods.	
3.4	Delivery of clean laundry shall be daily Monday to Friday between 08h00 to 11h00.	
3.5	Ensure that, if collection and/or delivery is delayed, the unit is immediately advised and alternative arrangements made for the collection and/or delivery.	
3.6	Dry cleaned laundry must comply with the microbiological requirements as set out in the SANS 10146-1:2020 and SANS 10146-2: 2021 (standards for medical laundry).	
3.7	The representative of the company must verify quantities upon collection and delivery as per the DD 92 delivery / collection note and the store keeper on duty.	
3.8	The contractor must ensure that the laundry are checked and accounted for in the presence of the unit's representative at collection and delivery. Torn or damaged articles are not to be accepted, except by prior arrangement.	
3.9	Any damages to the items returned by the service provider will be the Responsibility of the service provider to reimburse the State for such damages	
3.10	Grouping of Clean and Pressed laundry in manageable packages which are suitably sealed against contamination during stowage and transportation processes, ie: sealed plastic bags, to facilitate easy handling of cleaned articles.	

SPECIFICATION FOR RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF THREE (3) YEARS		COMPLIANCE
3.11	High-Risk laundry contamination by blood, body fluids or sluiced textiles are classified as Category B and must be placed in yellow bags (supplied by the end user). These items shall not be opened or sorted, but shall be placed directly into the washing machine unopened.	
3.12	Ensure that staff are correctly trained and equipped in the management of soiled/Contaminated/infectious laundry.	
3.13	Ensure that the soiled/contaminated/infectious linen is Washed separately so that in the event of instruments/ articles being left in the yellow plastic bags are documented and returned to 2 Military Hospital.	
3.14	Ensure that soiled/contaminated/infectious laundry is not sorted or removed from containment package but washed as is.	
3.15	Service provider to ensure that no other institutions laundry are mixed with the laundry of 2 Military Hospital.	
3.16	The contractor must ensure that the articles received are properly cleaned in accordance with the appropriate SANS specifications and to the satisfaction of the unit, with due consideration to the removal of any stains that appear on the articles.	
3.17	Responsible for the actions or lack thereof of all company employees.	
4	EQUIPMENT AND VEHICLES	
4.1	The Service Provider shall be responsible for the following	
4.2	The service provider should have high-quality washers, dryers, ironing stations, and folding tables to ensure efficient operation for specialised laundry service.	
4.3	The service provider should have experienced and reliable staff familiar with specialised laundry procedures and customer service.	
4.4	Ensure that staff are correctly trained and equipped regarding management of soiled/Contaminated/infectious laundry.	
4.5	Service provider must have adequate amount of vehicles for collection and delivery of laundry on the scheduled days.	
4.6	Vehicles must be decontaminated / cleaned / sanitized after collection of soiled / contaminated / infectious laundry and before cleaned laundry are transported to the Hospital.	
4.7	Service Provider must have a vehicle on standby if any breakdowns occur.	
4.8	The awarded bidder must provide proof of (HBV) Hepatitis B vaccinations for all personnel employed as per the South African National Department of Health Guidelines for the management of Viral Hepatitis 2020.	
4.9	The awarded bidder must provide transfer of skills and training when required by the end-user.	

SPECIFICATION FOR RENDERING OF A SPECIALISED LAUNDRY AND DRY CLEANING SERVICES FOR 2 MILITARY HOSPITAL WYNBERG FOR A PERIOD OF THREE (3) YEARS		COMPLIANCE
5.	QUALITY CONTROL	
5.1	Ensure that its premises are accessible by members of the South African National Defence Force or its appointed Inspecting Authority, so that it can be established that the stipulations of the SANS specifications are being laundered in an environment conducive to sound health practices.	
5.2	Laundering and/or dry cleaning or laundry in accordance with health requirements and to the satisfaction of The Unit.	
5.3	The SANDF reserves the right to cancel the contract should the service provider not comply with the stipulations as agreed upon.	
6.	SAFETY CODES AND ACTS	
6.1	All safety regulations in terms of personnel safety, equipment and facilities, as laid down in the Occupational Health and Safety Act No 85 of 1993, shall apply in all respected of this contract.	
6.2	The service provider must be compliant with SANS 10146-1:2020 (ED.100) Laundry – Part 1 Process Management and SANS 10146-2:2021 (ED.100) Laundry – Part 2 Operational Management for Laundries and Dry Cleaners.	
6.3	The service provider must be compliant with SANS 10146:12 Washing Procedures, SANS 1044 Standard Specifications regarding the correct high temperature for Industrial Laundry Detergents and SANS 651: Standard specifications regarding low foam, low temperature detergents.	
6.4	The contractor must strictly adhere to all acts and regulations relating to the execution of the contract e.g. Defence Act of 2002, Occupational Health and Safety Act No 85 of 1993, etc	
6.5	Ensure that their employees are equipped with the correct PPE's (Personal Protective equipment) when handling linen on the premises of 2 Military Hospital.	
6.6	Bidder must submit a Certificate of Occupancy issued in terms of Section 14 of the National Building Regulations and Building Standards Act of 1997 Act 103 of 1977 to run a laundry Service. Appendix L	
7.	LIABILITY	
7.1	The service provider accepts full responsibility and accountability for the statement of work at hand.	

SPECIFICATION FOR RENDERING OF LAUNDRY AND DRY CLEANING SERVICES FOR THE SA NAVY IN THE WESTERN CAPE FOR A PERIOD OF THREE (2) YEARS		COMPLIANCE
8.	NOTE	
8.1	The service provider shall quote on all-inclusive price for rendering of a specialised laundry and dry cleaning contract.	
8.2	The additional work shall only be carried out upon receipt of a letter of authorisation from the Simon's Town Procurement Service Centre, Private Bag X1, Simon's Town, 7995	

 BIDDER'S SIGNATURE

 NAME

 COMPANY

 DESIGNATION

 DATE



CERTIFICATE OF OCCUPANCY CERTIFICATE

Certificate Of Occupancy Certificate: Bidders must submit proof of the Certificate Of Occupancy issued in terms of Section 14 of the National Building Regulations and Building Standards Act of 1997 Act 103 of 1977, to run a laundry services. Certificate must be in bidding company's name.

Failure to submit this document as indicated by the closing date and time will invalidate this offer



FUNCTIONALITY SCORING:

Experience in rendering a Specialised Laundry and Dry Cleaning Service.

Experience (track record) in rendering a Specialised (Medical) Laundry and Dry Cleaning Service

*Please submit your appointment letters for previous contracts and reference letters.

*Provide at least two (2) contactable reference for verification

**Failure to submit required document as indicated
by the closing date and time may result in
forfeiting points. Appendix M**



FUNCTIONALITY SCORING:

Procedures & Processes to provide the Scope of Services

*Brief description on Personal Protective Equipment (PPE) providing evidence by means of photo's and/or brochure

* Sterile grade-laundry service

*Temperature washing and disinfection

*Validation of temperature

*65°C for not less than 10 minutes

*Validation of temperature min of 71°C for less than 3 minutes

*Action plan for cross contamination

*Drying, folding, packaging and processes

**Failure to submit required document as indicated
by the closing date and time may result in
forfeiting points. Appendix N**



FUNCTIONALITY SCORING:

Visit of Premises

A team from 2 Military Hospital will visit the Laundromat to confirm if the bidder conform to compliance as per checklist of the functionality Criteria.

**Failure to submit required documents as indicated
by the closing date and time may result in
forfeiting points. Appendix O**



SPECIAL CONDITIONS OF CONTRACT

DO NOT SEND BACK

DEPARTMENT OF DEFENCE SPECIAL CONDITIONS OF CONTRACT (SCCs)

TABLE OF CLAUSES

1. Changed Requirement
2. Co-ordinated activities
3. Contractor's Personnel
4. Tax Legislation
5. Value Added Tax
6. Damage Compensation
7. Waiver
8. Severability
9. Sub-contracting
10. AD HOC Inspections
11. Duration of Contract
12. Pricing structure
13. Payment of Invoices

SPECIAL CONDITIONS OF CONTRACT

1. CHANGED REQUIREMENT

1.1 If Department of Defence institutions participating in this contract are disbanded or relocated or for reasons unknown at the time of concluding the contract, the Department of Defence reserves the right to cancel the contract or parts thereof on written notice of 90 days sent to the contractor at the address appearing in the contract.

2. CO-ORDINATED ACTIVITIES

2.1 Whilst on Department of Defence premises, personnel of the contractor will have access to all areas, subject to other stipulations in the relevant contract, to render the services. If the contractor's service is not rendered in a specific area at a given time, access to that area is forbidden.

2.2 The work to be executed must under no circumstances disrupt the routine activities taking place in the institution or on the premises where the service is to be provided.

3. CONTRACTOR'S PERSONNEL

3.1 **Identification**. To identify the contractor's personnel on the premises of the Department of Defence, the personnel will comply with the following, with any costs for the account of the contractor:

- a. Personnel will wear company identification cards with an employee photograph on it, conspicuously on his/her person at all times;
- b. Personnel will wear identifiable uniforms whilst on duty.

3.2 **Attitude towards Safety, Health, Security and Service Delivery**. Without prejudice to the contractor's responsibility and right to select and appoint his/her own personnel, the Department of Defence will at all times have the right to identify personnel of the contractor whom are considered to be safety and/or health and/or security risk and/or personnel whom are undesirable. In such case the contractor will be requested not to utilise such person(s) any longer to honour his/her obligations in terms of this contract. The contractor will immediately comply with the request and he/she will not, as a result of such a request, be entitled to institute any claim against the Department of Defence for any loss or otherwise suffered as a result of such a request. The contractor therefore indemnifies the Department of Defence against any claim whatsoever from the employee concerned.

3.3 **Name List**. The contractor must submit a complete name list of all personnel to be employed on Department of Defence premises to provide the service according to the contract, to the Department of Defence official at the institution or on the premises where the service is to be provided, who will arrange for entry permits for the contractor. Any changes to the personnel must be communicated to the designated official without delay.

3.4 **Personnel on Site.** The contractor must ensure that the total number of personnel offered for the execution of this contract is on duty on a daily basis. Provision must therefore be made for temporary or stand-in personnel for cases where personnel are on leave or sick leave.

4. TAX LEGISLATION

4.1. Bidder(s) must be compliant when submitting a proposal 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. Act 89 of 1991.

4.2 It is a condition of this bid that the tax matters of the successful bidder be in order, or that satisfactory arrangements have been made with SARS to meet the bidder's tax obligations.

4.3 Bidder's are required to be registered on the CSD and the Department of Defence shall verify the bidder's tax compliance status through CSD.

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

4.5 It is expected from the successful bidder stays tax compliant throughout the assigned contract period.

5. VALUE ADDED TAX

5.1 All bid prices must be inclusive of 15% Value-Added Tax.

6. DAMAGE COMPENSATION

6.1 The contractor herewith indemnifies the Department of Defence from any claim that may arise from a third party and all costs or legal expenses in this regard, to such a claim for loss or damage resulting from the death, injuries or disability of any such person(s), or the damage to property of the contractor or any other person(s) that may result from or be related to the execution of this contract.

6.2 The contractor will be held responsible for any damage or theft that may be caused, to the premises or content by him or his employees or be due to their neglect whether in the normal execution of their duties or otherwise and a claim for indemnification can accordingly be imposed by the Department of Defence against the contractor.

6.3 In the case of damages to premises or content resulting from the work done, the contractor will undertake to rectify the damage immediately to the satisfaction of the Department of Defence. If the contractor fails to act immediately after notification, the Department of Defence will rectify the damage at will and the cost thereof will be recovered from any moneys outstanding.

6.4 The Department of Defence and its employees will not be held responsible for any claim or injury to the contractor's personnel whilst on Department of Defence property or in the execution of their tasks on Department of Defence property.

7. WAIVER

7.1 No waiver of any of the terms and conditions of the contract will be binding or effectual for any purpose unless expressed in writing and signed by the parties thereto, and any such waiver will be effective only in specific instances and for the purpose given. No failure or delay on the part of either party in exercising any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

8. SEVERABILITY

8.1 Should any of the terms and conditions of the Contract be held to be invalid or unlawful, such terms and conditions will be severable from the remaining terms and conditions, which will continue to be valid and enforceable.

9. SUB-CONTRACTING

9.1 In the event that sub-contractors are used to execute the contract or part thereof, the following shall apply:

- a. Prior Approval. Once the contract has been concluded, the contractor shall obtain prior approval from the Department of Defence before the appointment of any sub-contractor.
- b. Payment. The contractor shall remain liable to reimburse the sub-contractors for goods delivered or services rendered to the Department of Defence.

10. AD HOC INSPECTIONS

10.1 Maintaining of Quality throughout the contract it is critical and will be monitored in a form of site visit (announced) and Ad Hoc inspections **without notice**. The inspection will be as per Infection Prevention and Control Check off sheet.

10.2 Liaison Officer to maintain contact with 2 Military Hospital representative to ensure quality processes. 2 Military representative will communicate with liaison officer to notify them of site visit but will not do so when intending to come for Ad Hoc inspection.

10.3 The Ad Hoc inspection will take place and staff to assist the inspectors with necessary/ required information at all times.

11. DURATION OF CONTRACT

11.1. This is a Specialised Laundry Service contract for 36 months for 2 Military Hospital Wynberg Western Cape, which will come into effect from the date of the signing of the SBD 7.2 or as indicated on the Government Order start date.

12. PRICING STRUCTURE

12.1 Prices submitted for this bid must be completed in accordance with the Intenda pricing Schedule attached and Price Breakdown for each linen Item.

13. PAYMENT OF INVOICES

13.1. All invoices must be submitted to Simon's Town procurement Service Centre payment office or emailed to spscorderpayment@dod.mil.za



GENERAL CONDITIONS OF CONTRACT

DO NOT SEND BACK

THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

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

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

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

TABLE OF CLAUSES

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

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

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

obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

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| 16. Payment | <p>16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.</p> <p>16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.</p> <p>16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.</p> <p>16.4 Payment will be made in Rand unless otherwise stipulated in SCC.</p> |
| 17. Prices | <p>17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.</p> |
| 18. Contract amendments | <p>18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.</p> |
| 19. Assignment | <p>19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.</p> |
| 20. Subcontracts | <p>20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.</p> |
| 21. Delays in the supplier's performance | <p>21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.</p> <p>21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.</p> <p>21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.</p> <p>21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the</p> |

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

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

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

24. Anti-dumping and countervailing duties and rights

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

may be due to him

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

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

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

		(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governing language	29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law	30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
	31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
	32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
	32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)	33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34 Prohibition of Restrictive practices	34.1	In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
	34.2	If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)