



## social development

Department:  
Social Development  
North West Provincial Government  
REPUBLIC OF SOUTH AFRICA



Provident House Building  
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Mmabatho, 2735

# FINANCIAL MANAGEMENT AND ADMINISTRATION

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### INVITATION TO BID

Bid reference number	NW/DSD/01/2022
Bid description	Appointment of duly authorized service provider for provision of facility management at Matlosana Child and Youth Care Centre (Secure Care Programs) in Dr Kenneth Kaunda District for a period of 36 months
Briefing session date	Date: 28 June 2022 Time: 11h00 Venue: Matlosana Child and Youth Care Centre
Bid information	The bid document is obtainable from the e-tender portal: <a href="http://www.etenders.co.za">www.etenders.co.za</a> or from the Departmental website: <a href="https://dsd.nwpg.gov.za">https://dsd.nwpg.gov.za</a>
Bid submission address	Tender box situated at:  Department of Social Development University Drive, Provident House, 1 <sup>st</sup> Floor Supply Chain Management division, North Entrance, Mmabatho
Bid closing date	18 July 2022
Bid closing time	11H00 am
Bid validity period	90 days

Prospective suppliers who are interested in participating in aforementioned bid are invited to submit their proposals in full compliance to the requirements of this bid document. Completed, signed and clearly labelled proposals sealed in an envelope be submitted to the above mentioned address on or before the closing date and time.

## **1. PURPOSE**

Appointment of duly authorized service provider for provision of Facility Management at Matlosana Child and Youth Care Centres (Secure Care Programme) in Dr Kenneth Kaunda District for a period of 36 months.

The intention of the Department is to appoint an established company that provides facility management services. The appointed company to partner with local SMME's guided by the Preferential Procurement Regulations 2017.

The North West Department of Social Development (DSD) intends to outsource various support services at Matlosana Child and Youth Care Centre (Secure Care Programme) in Dr Kenneth Kaunda District.

The Secure Care Centre provides accommodation to children who are:

- ✓ In conflict with the law
- ✓ Under the age of 18
- ✓ Awaiting trial and placed on Residential Diversion.

## **2. DURATION OF THE CONTRACT**

The duration of the Contract will be for a period of thirty six (36) months.

## **3. SCOPE OF SERVICES AND SUPPLIES REQUIRED**

The successful bidder will be expected to supply the following good and services at Matlosana Secure Care Centre:-

1. Security Services (including transportation and escort services of offenders to external specialists and service providers).
2. Medicine, Medical Equipment and Surgical Supplies.
3. Sanitary Waste and Medical Waste Disposal.
4. Food Supplies.
5. Fuel and Lubricant Supplies.
6. Laundry Supplies and Maintenance.
7. Cleaning Supplies.
8. Protective Clothing Supplies.

9. Stationery Supplies.
10. Bedding and linen, clothing, towels and toiletries Supplies.
11. Sports Equipment, Recreation, Educational and vocational training material Supplies.
12. Pest Control, Fumigation and Decontamination Services and Maintenance.
13. Supply of Maintenance Material / Equipment's

#### **4. DELIVERY ADDRESS**

The Facility Management services are required within the entire facility/institution in Matlosana Secure Care Centre as stipulated in this document.

#### **5. BID REQUIREMENTS**

##### **5.1 BID CONDITIONS**

- 5.1.1 Faxed, emailed bids will not be considered, only hand delivered bids will be accepted.
- 5.1.2 The hard copy of the bid response will serve as the legal bid document.
- 5.1.3 All bid prices must be quoted in South African currency and must be VAT inclusive where applicable.
- 5.1.4 The bidder shall provide all required facilities for inspections, tests and analysis of the available apparatus, which may be required free of charge unless otherwise specified.
- 5.1.5 The bidder also agrees that the financial standing may be examined as part of the inspection.
- 5.1.6 In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest on BBBEE in line with sec18 of Implementation Guide PPR 2017.
- 5.1.7 In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest on functionality in line with sec18 of Implementation Guide PPR 2017.
- 5.1.8 Should it happened that two or more bids scored equal points in all respects, the award shall be decided by the drawing of lots line with section 18 of Implementation Guide PPR 2017.
- 5.1.9 As from effective date the Successful Bidder(s) shall render the services, expertise and facilities to the Department as set out in this document and SLA.

5.1.10 The General Conditions of Contract (GCC) and Bid forms, as well as other conditions accompanying this invitation are applicable.

## **5.2 SUBMISSION OF BIDS**

Bidders must submit the bid in hard copy format (paper document) to: University Drive, Provident House, 1<sup>st</sup> Floor Supply Chain Management division, East wing, Mmabatho on or before the closing date and time.

The hard copy of the bid response will serve as the legal bid document.

## **5.3 LATE BIDS**

Bids received after the closing date and time, at the address indicated above will not be accepted for consideration. Please note that bids are late if they are received at the address given in the bid document after the bid closing date and time. Late submissions must be registered or marked as such and form part of the evaluation report.

## **5.4 BID VALIDITY PERIOD**

Bids will be valid for a period of 90 days.

## **5.5 DURATION OF CONTRACT**

The contract will be awarded for a period of **thirty six (36) months**.

## **5.6 VALUE ADDED TAX (VAT)**

All bid prices must be quoted in South African currency and must be VAT inclusive where applicable.

## **5.7 B-BBEE**

The State may, before a bid is adjudicated or at any time, require a bidder to substantiate claims it has made with regard to preference.

## **5.8 JOINT VENTURE**

A joint venture agreement endorsed by both parties and attested by the Commissioner of Oath must also be attached. Bidders are required to submit a consolidated valid B-BBEE status level verification certificate in the joint venture name. Failure to comply with this requirement will result in the joint venture not being scored for B-BBEE status level.

## **5.9 BID DOCUMENT**

The Department of Social Development will no longer sell bid documents. Bidders are advised to download bid documents from the Departmental website on <https://dsd.nwpg.gov.za>. No Faxed or E-mailed bids will be accepted.

## **5.10 GENERAL MANDATORY**

A bidder shall sub-contract at least 30% of the total value of the tender to local SMME's in line with PPR 2017 Regulation 4.

## **BID EVALUATION STAGES**

### **STAGE 1**

#### **6. BID EVALUATION /ADMINISTRATIVE PRE – QUALIFICATION STAGE**

- 6.1.** Central Supplier Database report/Master registration number for proof of CSD registration.
- 6.2.** Original or certified copy of B-BBEE certificate/ Sworn Affidavit.
- 6.3.** Fully completed and signed SBD 1: Invitation of Bid.
- 6.4.** Fully completed and signed SBD 3.3: Pricing Schedule: Professional Service.
- 6.5.** Fully completed and signed SBD 4: Bidder's Disclosure.
- 6.6.** Fully completed and signed SBD 6.1: Preferential Point Claim form in Terms of the Preferential Procurement Regulation 2001.
- 6.7.** Fully completed and signed SBD 6.2: Local Content and Production form.
- 6.8.** Attach General Conditions of Contract.
- 6.9.** Completed and signed Bid document.

## STAGE 2

### 7. LOCAL CONTENT

The following items/products will be evaluated in terms of local content using the following threshold:

PRODUCT	LOCAL CONTENT THRESHOLD
Canned and processed vegetables	80%
Textile Clothing Leather and Footwear	100%

Bidders will be required to submit together with their bid, SBD 6.2 and its Annexure C, D, E on the closing date.

## STAGE 3

### 8. MANDATORY QUALIFICATION

#### 8.1 SECURITY SERVICES

- 8.1.1. Valid and certified PSIRA company certificates.
- 8.1.2. Valid and certified PSIRA certificates of Directors.
- 8.1.3. A valid and certified copy of letter of good standing from the office of the Compensation Commissioner as required by the Compensation for Occupational Injuries and Diseases Act (COIDA).
- 8.1.4. A valid and certified copy of the Unemployment Insurance Fund (UIF) letter of compliance issued by the Department of Labour.
- 8.1.5. All security officers must be registered in terms of section 10(1)b of the security officers Act 92 of 1987.
- 8.1.6. The Bidder should submit proof of CVs and valid PSIRA certificates for key personnel (Grade A and B) minimum 4 copies.
- 8.1.7. Pricing must be done in line with the collective agreement for private security sector pricing structure.

## **8.2 MEDICAL SUPPLIES**

- 8.2.1. The supplier must have a license to supply and deliver medicines in terms of Section 22C (1)a of the Medicines and Related Substances Act (Act 101 of 1965), as amended.

## **8.3 DISPOSAL OF MEDICAL WASTE**

- 8.3.1. The supplier must have safe medical waste disposal certificate (In terms of Containment, Transportation, Treatment and Disposal).

## **8.4 FUEL AND LUBRICANT SUPPLIES**

- 8.4.1. Transportation of fuel and lubricant shall be done in line with National Road Traffic Act of 93 of 1996.

**NB: FAILURE TO SUBMIT THE ABOVE MENTIONED DOCUMENT THE BIDDER WILL BE DECLARED NON-RESPONSIVE.**

## **9. SPECIAL CONDITIONS**

### **9.1 SECURITY SERVICES**

- 9.1.1. The bidder should at any stage during execution or on completion of the bid be subjected to inspection. The premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by the representative of the Department or organization acting on behalf of the State.
- 9.1.2. The bidder will be expected to provide all required security equipment.
- 9.1.3. All security officers (including Grade A and B) must be registered in terms of section 10 (1) b of the security officer's act 92 of 1987.
- 9.1.4. The company should provide proof of public liability insurance not less than R10 million. The required insurance shall provide adequate protection for the service provider against loss and or damage claims arising from the operations under his contract, whether such operations be by the insured and any against of the special hazard that may be encountered in the performance of this contract.
- 9.1.5. Copy of the employment contract must be in line with the collective agreement for private security sector pricing structure.

- 9.1.6. The supervisors must have at least two years' experience in security management, possess Grade A or B and proof to be submitted.
- 9.1.7. The Bidder should submit proof of vehicles (minimum 2 vehicles) registered in the Company or Bidder's name required operation and patrol purposes.
- 9.1.8. A certified copy of Police Clearance issued by SAPS not older than 12 Months for all company directors.

## **9.2. FOOD SUPPLY**

- 9.2.1. Bidder(s) to comply with legal requirements on food supplies that will be provided (i.e. Supplies of dry food and perishable products)

The following regulations governing general hygiene are to be met FOR FOOD PREMISES AND THE TRANSPORT OF FOOD is Published under Government Notice No. of 30 July 1999 (as amended) by: Government Notice No. R. 723 of 12 July 2002 The Minister of Health has, in terms of section 35, read with section 40, of the Health Act, 1977 (Act No. 63 of 1977)

## **9.3. MEDICAL SUPPLIES**

- 9.3.1. Supplier to provide proof with compliance with the South African Medicines and Medical Devices Regulatory Authority Act 132 of 1998 as well as the Occupational Health Products Act.
- 9.3.2. The supplier must have a license to compound and dispense medicines in terms of Section 22C(1)a of the Medicines and Related Substances Act (Act 101 of 1965), as amended.

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## **9.4. DISPOSAL OF MEDICAL WASTE**

- 9.4.1. Bidders should provide proof of registration with the regulatory body. Upon disposal of medical waste the supplier to provide the Department with final medical waste management certificate in terms of The National Environmental Management Waste Act, 59 of 2008 and The National Regulations on Health Care Risk Waste (NEMWA, Act 59 of 2008).



## **10. GENERAL CONDITIONS**

- 10.1.1. Bidder(s) are to submit a proposal which outlines an implementation plan and methodology.
- 10.1.2. The bidder must insure compliance with COVID-19 regulations.
- 10.1.3. Department of Social Development reserves the right to award a bid in whole or in part.
- 10.1.4. Department of Social Development does not bind itself to award the lowest or any bid.
- 10.1.5. Costing must be done for supply of goods and services. Pricing/costing on maintenance of equipment will be done as and when required.

## **STAGE 4**

## **11. EVALUATION CRITERIA TO BE USED:**

### **11.1. FUNCTIONALITY**

<b>FUNCTIONALITY</b>	<b>REQUIREMENTS</b>	<b>VALUE</b>	<b>POINTS</b>	<b>WEIGHT</b>
1. Company profile	Number of Projects / contracts awarded to the company for provision of facility management, goods and services.	Award letter or order and valid signed reference letter from Departments/Institutions or Entity	5 and above = 5 points  4 = 4 points  3 = 3 points  2 = 2 points  1 = 1 point  0 awards = 0 points	30%
2. Company Experience	Number of years in the field of	A brief company profile with supporting	5 and above =	40%

	facility management, goods and services.	documents including reference letters	5 points  4 = 4 points  3 = 3 points  2 = 2 points  1 = 1 point  0 awards = 0 points	
3. Financial capability	Bank Rating	Bank Rating letter	Bank Rating A = 5 points  Bank Rating B = 4 points  Bank Rating C = 3 points	30%
			Bank Rating D = 2 points  Bank Rating E = 1 points	

			Bank Rating below E = 0 points	
<b>Total</b>				<b>100%</b>
<b>Minimum acceptable score</b>				<b>70%</b>

**NB: Bidder must obtained a minimum score of 70% points in order to progress to the next stage of evaluation. Failure to meet the minimum threshold for Functionality, The Bidder will be non-responsive.**

## **STAGE 5**

### **12. PRICE AND BBBEE**

#### **12.1 Price**

In terms of regulation 6 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be evaluated by the State on the *80/20 or 90/10*-preference point system in terms of which points are awarded to bidders on the basis of:

- The bid price (maximum 80 or 90 points)
- B-BBEE status level of contributor (maximum 20 or 10 points)

The following formula will be used to calculate the points for price:

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

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

**Where:-**

**P<sub>s</sub>** = Points scored for comparative price of bid under consideration.

**P<sub>t</sub>** = Comparative price of bid under consideration.

**P<sub>min</sub>** = Comparative price of lowest acceptable bid.

## 12.2 BBEE

Bidders are required to complete the preference claim form (SBD 6.1), and submit their original and valid B-BBEE status level verification certificate or a certified copy thereof in order to claim the B-BBEE status level points. The points scored by a bidder in respect of the level of B-BBEE contribution will be added to the points scored for price.

**12.2.1 A maximum of 20 or 10 points may be allocated to a bidder for attaining its B-BBEE status level of contributor in accordance with the table below:**

<b>B-BBEE Status Level of Contributor</b>	<b>Number of points (90/10 system)</b>	<b>Number of points (80/20 system)</b>
<b>1</b>	<b>10</b>	<b>20</b>
<b>2</b>	<b>9</b>	<b>18</b>
<b>3</b>	<b>6</b>	<b>14</b>
<b>4</b>	<b>5</b>	<b>12</b>
<b>5</b>	<b>4</b>	<b>8</b>
<b>6</b>	<b>3</b>	<b>6</b>
<b>7</b>	<b>2</b>	<b>4</b>
<b>8</b>	<b>1</b>	<b>2</b>
<b>Non-compliant contributor</b>	<b>0</b>	<b>0</b>

## STAGE 6

### 13. ADDITIONAL OBJECTIVE CRITERIA

This tender/bid will be subjected to additional objective criteria.

## 14. SPECIFICATIONS

### 14.1. SECURITY SERVICES

- To provide comprehensive **security services** to Matlosana Secure Care Centre that accommodates young people in conflict with the law (14 – 18 Years) who are alleged to have committed offences, awaiting trial and placed on residential diversion programmes.
  - All Security Officials to be screened and vetted (Including in terms of PART B of the Children's Act).
  - The provision of security services will be for a period of thirty six (36) months and will entail the following:
    - i. Protection of state property against theft, vandalism, and unlawful entry.
    - ii. Protection of state officials and the visitors against injuries, death, and any offence.
    - iii. General security services is to entail the following:-
      - ✓ Access control and COVID-19 Screening
      - ✓ Risk Assessments and Reviews
      - ✓ Searching of all vehicles leaving and entering premises of the building
      - ✓ Random search within the facility
      - ✓ Checking of trip authorization forms of all state owned vehicles and kilometres
      - ✓ Patrol / Inspection rounds of sites including perimeter surveillance
      - ✓ Recording of occurrence hourly
      - ✓ Metal objects and drug detection
      - ✓ Enforcement
- 
- ✓ Supervision of all security activities in all sites at all times
  - ✓ Escorts services of offenders to external specialists and service providers
  - ✓ Reporting of security incidents
  - ✓ Riot response

### 14.1.2 Security Equipment and documents

The following security equipment and documents required:

- ✓ Hand Cuffs
- ✓ Whistle
- ✓ Flash light
- ✓ Hand held metal detectors (two)
- ✓ Pens per guard
- ✓ Two way radios
- ✓ Pocket book per guard
- ✓ Clear identification of the individual with name tags
- ✓ Uniform (Seasonal)
- ✓ Rain coats
- ✓ Declaration and all other required security registers
- ✓ Pepper Spray

### 14.1.3 Number of security guards

Description	Day Shift	Night Shift	Relievers	Total
Security Site Supervisor (Grade A)	1			1 – Straight Shift
Security Officers (Grade C)	5	5	5	15
Shift supervisors (Grade B)	1	1	1	3
Control room operators (Grade C)	1	1	1	3

**14.2 SPECIFICATIONS FOR MEDICINE, MEDICAL EQUIPMENT AND SURGICAL SUPPLIES**

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>
<b>MEDICATION</b>	Allergex 4mg Tabs	100	Quarterly
	Paracetamol 500g Tabs	1 Container ( with 1000 tabs)	Quarterly
	Cyclokapron 500mg	100	Quarterly
	Indocid Caps 25mg	200	Quarterly
	Ibuprofen 400mg	200	Quarterly
	Celebrex 500mg Caps	100	Quarterly
	Diclofenac 50g Tab	100	Quarterly
	Exythromyan 500mg	200	Quarterly
	Amoxycillin 500g Caps	1 Container ( with 1000 caps)	Quarterly
	Cloxacillin 500g Tabs	20 Boxes	Quarterly
	Flucanazole 500g Caps	10 Boxes	Quarterly
	Doxylilline 10g	100	Quarterly
	Tetanus Taxold Injection 10ml vial each	20	Quarterly
<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>
<b>MEDICATION</b>	Ciprobay 50g Tabs	20 Boxes	Quarterly
.... continuation ...	Histacon Tabs	1 Container ( with 1000 tabs)	Quarterly
	Sinutab tablets – 3way (HCL 30mg)	20 Boxes	Quarterly
	Ors (Gastrolyte) Sachets 2g each	20	Quarterly
	Acitop Cream 5% each	20	Quarterly
	Chloramphenicol Eye ointment 1% each	20	Quarterly
	Illiadin Nasal Drops 0.05% each	20	Quarterly

	Emulsify Ointment (BP) 50g each	04	Quarterly
	Pivodine iodine Solution 500ml each	01 Box	Quarterly
	Stopitch Cream 1%each	05	Quarterly
	Normal Saline Iv 100m/S	05	Quarterly
	Normal Saline 20g	05	Quarterly
	Lignocaine 2% Vial	10	Quarterly
	Cimetidine Tablets 200mg pack of 100	1 Bottle	Quarterly
	Hydrocortisone Cream 1%	05	Quarterly
	Ferrous Sulphate tablets 200mg pack of 60	100	Quarterly
	Voltaren Ampoules 75mg/3ml pack of 10	20	Quarterly
	Combivent UDV 2.5mg/2.5ml pack of 5	10	Quarterly
	Buscopan Tablets 10mg pack of 30	100	Quarterly
	Methyl Salicylate ointment 50g each	10	Quarterly
	Immodium Tablets 2mg pack of 3	100	Quarterly
	Senokot Tablets 7.5mg pack of 20	100	Quarterly
	Metoclopramide Tablets 10mg pack of 20	200	Quarterly
	Spersallerg Eye Drops 0.5mg/ml each	10	Quarterly
	Solu-cortef Vials 100mg/2ml each	05	Quarterly
	Sinued Tablets 200mg pack of 20	50	Quarterly



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY
<b>MEDICATION</b>  .... continuation ...	Acuraye Tabs	03 Boxes	Quarterly
	D Germ Hand Disinfectant 500ml	10	Quarterly
	Vitamin B Tab ( with 1000 tabs)	1 Container	Quarterly
	Diclofenac Injection 75mg	10 Vials	Quarterly
	Solu-Cortef Injection 100mg	05 Vials	Quarterly
	Adrenalin ampoules 1mg/ml each	05 Vials	Quarterly
	Aldara Ointment 12.5mg 5% each	15	Quarterly
	Citro Soda granules 613mg each	10 Box	Quarterly
	Advantan Cream 0.1% each	05	Quarterly
	Tripiline 25mg Tab	100	Quarterly
	Acyclovir Tab 20g	40	Quarterly
	Actifed Tablets 30mg pack of 20	30	Quarterly
	Ringer Lactate 100m/S	05	Quarterly
	Throat Lozenges "Strepsils", orange C, Vitamin C 100mg box	50	Quarterly
	Myogel Magnesium trillicate oral Suspension 100ml each	15 Box	Quarterly
	Glycerine Suppository 2.4g pack of 5	02 Boxes	Quarterly
	Aspirin Tabs 30g	50	Quarterly
	Ascorbic Acid 250g	100	Quarterly
	Cefriaxone Vials 250g	05	Quarterly
	K. Y Jelly 100g each	10	Quarterly
	Universal Earade Drops	10	Quarterly
	Aqueous Cream 30g each	10	Quarterly
	BP Machine	01	Quarterly
	AA Batteries	48	Quarterly
	Digital Thermometer	04	Quarterly
	Blood Glucose Monitoring System	02	Quarterly

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY
<b>MEDICATION</b>  .... continuation ...	Nebulizer Mist	01	Quarterly
	Infrared Thermometer	04	Quarterly
	Anusol Suppository	24 Cups	Monthly
	Plastics Tablets	100 Tablets	Monthly
<b>SURGICALS</b>	Multidrug Test Kit	100 Kits	Monthly
	Linen Savers 51cmx65cm box of 200 sheets	01 Box	Monthly
	Urine Test Strips (Combut-9) 100 strips per container	01 Bottle	Monthly
	Green Hypodermic Needles 21g 100 per box	01 Box	Monthly
	Black Hypodermic Needles 22g 100 per box	01 Box	Monthly
	5 Mls Syringe	50 Units	Monthly
	Accu Check Glucostick Active 50 per container	01 Bottle	Monthly
	Surgical Gloves: Sizes: 6.5, 7, 7.5,8	08 Boxes ( 02 Boxes each size)	Monthly
	Non Sterile Gloves: Sizes: Small, Medium & Large	06 Boxes ( 02 Boxes each size)	Monthly
	Crepe Bandage 75m	20	Monthly
	Crepe Banadage 100m	20	Monthly
	Jelco (blue) 12g	01 Box	Monthly
	Short Drips (I.V tubing extension set) each	10each	Monthly
	I.V Opsites (Small & Medium)	04 Boxes ( 02 Boxes each size)	Monthly
	Nebulizing Musks (40%)	15 each	Monthly

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY
<b>SURGICALS</b>  .... Continuation ...	02 Musk ( 40% )	15 each	Monthly
	I.V. Infussion Set (Adult)	10 each	Monthly
	Nasal Plugs (Nose bleeding) (small each)	10 each	Monthly
	HIV Rapid Test Kit	20	Monthly
	Surgical Face Mask 3-ply per 50 pack	50 Boxes	Monthly
	Surgical Disposable Isolation Gown (01 Size)	100	Monthly
	Surgical Cap	100	Monthly



### 14.3 SPECIFICATIONS FOR SANITARY WASTE AND MEDICAL WASTE DISPOSAL


- Waste needs assessments according to the clinic layouts and ladies toilets.
- Removal and disposal of sanitary waste and medical waste in a safe and legal manner.
- Replacement of damaged waste containers.

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY
<b>SHARPS CONTAINERS</b>	2,5L Lock Lid (Base & Lid)	1	Monthly
	5L Tamper Proof (Base & Lid)	1	
	25L Lock Lid (Base & Lid)	1	
<b>SPECI CONTAINERS</b>	2,5L Specibin (Base & Lid)	1	Monthly
<b>PHARMACEUTICAL CONTAINERS (Schedule 1 – 4 only)</b>	10L Pharmaceutical	1	Monthly
<b>BOX SETS</b>	25L Box Set 30x24x14cm (+30l/40m bag & cable tie)	1	Monthly
	50L Box Set 36x36x45cm (+50l/50m bag & cable tie)	1	
	142L Box Set 50x50x63cm (+142l/50m bag & cable tie)	1	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY
<b>SUNDRIES</b>	Biohazard Tape 48mm x 50m	1	Monthly
<b>SANITY WASTE REMOVAL</b>	Ensure that <b>sanitary bins, sanitary packet dispensers, sanitary pedal bins and sanitizer dispensers</b> are provided in each cubicle (ladies toilets including at the school and one dormitory) at the centres.	12	Monthly
	Sanitary waste from the bins are collected regularly on a 7 day frequency.	12	Monthly
	The sanitary bins to be cleaned and disinfected.		
	Use bin liners and disinfecting agents to kill bacteria.		

#### 14.4 SPECIFICATIONS FOR FOOD SUPPLIES (VEGATABLES, FRUITS, DRY GOODS, RELISH / MEAT, DAIRY PRODUCTS, EGGS AND BREAD)

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>VEGETABLES</b>	3kg Cabbage	4	Monthly	In knitted bags of any colour 
	3kg Spinach	12	Monthly	
	3kg Mixed Veg	12	Monthly	(Raw and Cut) Fresh and not frozen 

	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>SPECIFICATIONS</b>				
<b>VEGETABLES</b>  .... Continuation ...	6kg Pumpkin	02	Monthly	
	9kg Butternut	02	Monthly	
	2kg Green Beans	04	Monthly	Uncut
	3kg Coleslaw	08	Monthly	
	10kg Beetroot	01	Monthly	
	5kg Carrots	02	Monthly	Fresh, in a pocket and uncut
	5kg Green Peppers	01	Monthly	
	5kg Yellow Peppers	01	Monthly	
	5kg Red Peppers	01	Monthly	
	10kg Potatoes	04	Monthly	
	10kg Onion	02	Monthly	Premium
	1kg Crushed Garlic and ginger	04	Monthly	
	6kg Tomato	08	Monthly	
	1.5kg per head Lettuce	12	Monthly	<b>Living lettuce</b> – to be packaged in plastic to maintain the root system and allow it to provide nutrients to the plant.

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>VEGETABLES</b> .... Continuation ...	5kg Cucumber	01	Monthly	Each cucumber to be wrapped in a wrapping film and delivered in a 5kg box.
<b>FRUITS</b> <b>(SESSIONAL)</b>	25kg Apples	04	Monthly	Jumble box
	18 kg Banana	04	Monthly	Bulk Box
	6KG Oranges (Large)	04	Monthly	
	14kg Naartjies	04	Monthly	In a box
	6kg Lemons	01	Monthly	In a bag
	12.5 kg Pears	04	Monthly	In a box
	12.5 kg Peaches	04	Monthly	
	4.5 kg Plums	08	Monthly	
	3kg Watermelon	04	Monthly	
	1kg Frozen chips	10	Monthly	Straight and Steak out cuts
<b>RELISH / MEAT &amp; FISH</b>	10kg Beef stew	10	Monthly	Not to be frozen and preferred meaty than boney stew.
<b>Not Frozen – adherence to Meat Safety Act (red meat, poultry and fish)</b>				
	10kg Beef wors	04	Monthly	To be equally cut into 60 portions
	6kg Beef mince	12	Monthly	
	10kg Beef burger	04	Monthly	120 portions in a box
	10kg Ox liver	05	Monthly	
	10kg Ox tripe	04	Monthly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>RELISH / MEAT &amp; FISH</b> <b>Not Frozen – adherence to Meat Safety Act (red meat, poultry and fish)</b>  <b>.... Continuation ...</b>	10kg Chicken thighs	04	Monthly	60 portions in a box
	10kg Chicken drumsticks	04	Monthly	60 portions in a box
	10kg Chicken livers	05	Monthly	
	10kg Chicken necks	04	Monthly	
	10kg Chicken giblets	04	Monthly	
	10kg Chicken feet	04	Monthly	
	10kg Chicken gizzard	04	Monthly	
	10kg Chicken burger	04	Monthly	120 portions in a box
	150g T-Bone Steak	30	Per school term	For Culinary workshop practicals
	2kg Polony	08	Monthly	
	1kg Vienna	20	Monthly	24 in a pack (smoked and chicken flavours)

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
DRY GOODS	12.5kg Super Maize Meal	15	Monthly	
	10kg White Rice	06	Monthly	
	10kg Samp (original)	04	Monthly	
	10kg Mabela	15	Monthly	Fine
	25kg Oats (original)	02	Monthly	
	1kg Cornflakes	15	Monthly	
	10kg Cake Flour	02	Monthly	
	1kg Baking Powder	01	Monthly	
	1kg Bicarbonate of Soda	01	Monthly	
	1kg Instant Yeast	01	Monthly	
	1L Vanilla Essence	01	Monthly	
	10kg Sugar	04	Monthly	White
	1kg Powdered Milk	10	Monthly	2 x 1kg Sachets in a box
	1.5kg Coffee	08	Monthly	
	1kg Rooibos	05	Monthly	100 Tagless tea bags
	1kg Five roses	05	Monthly	100 Tagless tea bags
	2.5kg Custard	04	Monthly	Powder
	500g Jelly	24	Monthly	Assorted
	20L Cooking Oil	03	Monthly	Sunflower
	5L Vinegar	01	Monthly	White
	3kg Mayonnaise	03	Monthly	
	5L Worcester Sauce	01	Monthly	
	5L Chutney	01	Monthly	
	1L Salad Dressing	02	Monthly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>DRY GOODS</b> .... Continuation ...	410g Spaghetti	12	Monthly	(In a can)
	410g Tomato Paste	10	Monthly	
	410g Butter beans	12	Monthly	
	400g Split peas	12	Monthly	
	5kg Oxtail Soup	02	Monthly	
	5kg Beef & Onion Soup	02	Monthly	
	5kg Minestrone	02	Monthly	
	5kg Thick Veg Soup	02	Monthly	
	700g Brown Bread	1450 loaves	Monthly	Standard
	1kg Braai party Spice	02	Monthly	
	1kg Mixed Herbs Spice	02	Monthly	Dry
	1kg BBQ Spice	02	Monthly	
	1kg Cajun Spice	4	Monthly	
	1kg Curry Powder	4	Monthly	Mild, Spicy & Medium
	1kg Aromat	02	Monthly	
	1kg Salt	05	Monthly	
	2kg Epson salt	01	Monthly	
	500g Coconut (Desiccated)	06	Monthly	
	06kg Baked Beans	06	Monthly	
	6 x 250ml 100% Juice	5	Monthly	100% and Assorted
	5L Concentrated 100% Juice	5	Monthly	Fruit Cocktail
	48g chocolate bar (Kitkat, Lunch bar, and Barone)	3 x 40 in a box	Monthly	Assorted
	20.5 g Fizz pops	2 x 50 in a packet	Monthly	Assorted

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>DRY GOODS</b> .... Continuation ...	36g Assorted Potato Chips	3 x 48 in a box	Monthly	
	50g Peanuts	60	Monthly	Salted with raisins
	500ml water	28	Monthly	Still
<b>DAIRY PRODUCTS</b>	8kg Cheese loaf (Gouda or Cheddar)	04	Monthly	
	1kg Sliced cheese (Gouda or Cheddar)	04	Monthly	
	60 eggs	03	Monthly	Extra Large
	1L Full Cream Milk	100	Monthly	
	1kg Feta Cheese	01	Monthly	Plain and with Black pepper


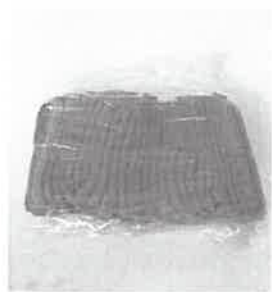


#### 14.5 SPECIFICATIONS FOR FUEL, OIL AND GAS SUPPLIES

To supply diesel for the back-up generator, petrol for the lawn mowers, refilling medical gas and domestic gas cylinders (back-up) on a monthly basis.

DESCRIPTION	QUANTITY	FREQUENCY
40kg Medical (Oxygen) Gas Cylinders	01	Monthly
9kg Domestic Gas Cylinders	04	Monthly
1000L Diesel	01	Monthly
200L Petrol	01	Monthly

#### 14.6 SPECIFICATIONS FOR CLEANING SUPPLIES



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>CLEANING SUPPLIES</b>	Toilet Paper	500 sheets – 2ply	Monthly	48 Rolls in a packet
	Hand Folded Towels	30 Clips x 124 Sheets	Monthly	White Medium
	950 X 750mm Black Refuge Bags	25	Monthly	20 in a packet
	750ml Furniture Polish	24	Monthly	Assorted scents

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>CLEANING SUPPLIES</b> .... Continuation ...	150MM Green Scourer Pads	150	Monthly	Heavy duty (in 10s) 
	30cm x 10cm x 30cm Double Elastic White Mop Cap	2	Monthly	White / Blue -Pack of 100s 
	Cloths For Kitchen		Monthly	Micro Fibre
	40 x 40 cms	20		
	38 x 58 cms	20		
	45 x 70 cms	20		
	60cms x Disposable Cloths 1000 pieces	04	Monthly	
	Microns - 1000 m Roll x 45 cm	01	Monthly	
	Cling Wrap			

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>BROOMS &amp; BRUSHES</b>	305MM Soft Broom	10	Monthly	Soft Colour
	600 MM Hard Broom	04	Monthly	
	400g Mops	15	Monthly	With Aluminium Handle
	30L Plastic mopping bucket	20	Monthly	Not with divisions
	Feather duster	10	Monthly	5 Long & 5 short
	1M Dust Pan	10	Monthly	With plastic handle
	Toilet Brushes	20	Monthly	White Set
	24 inch Dust mop	10	Monthly	

#### 14.7 SPECIFICATIONS FOR PROTECTIVE CLOTHING SUPPLIES




SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>CHEFSWARE</b>	Chef Jackets		Bi- Annually	White Long Sleeves Black Short Sleeves 100% cotton
	XXL	Long Sleeves = 02		
		Short Sleeves = 02		
	XL	Long Sleeves = 01		
		Short Sleeves = 01		
	L	Long Sleeves = 02		
		Short Sleeves = 02		
	M	Long Sleeves = 02 Short Sleeves = 02		

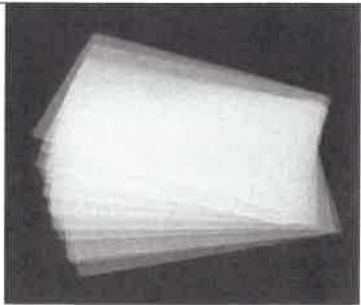

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>CHEFSWARE</b> .... Continuation ...	Chef Pants		Bi- Annually	<b>UNISEX</b> Plain Black and Black and white scotch 100% cotton
	XXL	04		
	XL	02		
	L	04		
	M	04		
<b>SAFETY SHOES</b>	Leather Safety Shoes (Black)		Bi- Annually	
	Size 3	02 x 2		
	Size 4	01 x 2		
	Size 5	05 x 2		
	Size 6	01 x 2		
	Size 7	08 x 2		
	Size 8	04 x 2		
	Size 9	03 x 2		
<b>COUNTY SUITS</b>	County Suits		Bi- Annually	Normal material-Royal blue and Grey & Jean Materials- Navy blue 
	Size 30	01 x 2		
	Size 32	01 x 2		
	Size 34	02 x 2		
	Size 36	04 x 2		
	Size 38	01 x 2		
	Size 40	04 x 2		
	Size 42	02 x 2		
	Size 44	03 x 2		

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>GOLF – T-SHIRTS</b>	Small	02 x 2	Bi-Annually	100% Cotton Navy Blue, Black, Brown/Khakhi, Grey
	Medium	10 x 2		
	Large	02 x 2		
	X-Large	07 x 2		
	XX-Large	04 x 2		
<b>ROUND-NECK T-SHIRTS</b>	Small	02 x 2		100% Cotton Navy Blue, Black, Brown/Khakhi
	Medium	10 x 2		
	Large	02 x 2		
	X-Large	07 x 2		
	XX-Large	04 x 2		
	Rubber Gloves	Large = 20 Medium = 20	Monthly	

#### 14.8 SPECIFICATIONS FOR STATIONERY SUPPLIES


SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>CARTRIDGES</b>	HP Cartridge Q2612A	03	Quarterly	
	BROTHER Cartridge TN-2150 Black	04		
	HP CB435 Black	02		
	HP CE285A Black	03		


SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>PENS</b>	Click Ballpen (Black Pen)	100 x 2	Quarterly	
	Click Ballpen (Red Pen)	100 x 2	Quarterly	
	Energel Black Pen	20 x 2	Quarterly	
	Energel Red Pen	20 x 2	Quarterly	
<b>STATIONERY</b> .... Continuation ...	F/S Size Red Suspension File	10 X (PKT10)	Half Yearly	
	F/S Size Yellow Suspension File	10 X (PKT10)	Half Yearly	
	Stapler Normal Office size	30	Yearly	
	No 56/6 box 5000 Staples	30	Yearly	
	Staple Remover	30	Yearly	
	Tape Double Sided	2	Half Yearly	
	Indicator Pins – 15mm	10 containers	Yearly	
	Exam Pad A4	60	Yearly	
	Counter Book 2 Quire	60	Yearly	
	Book cover Foil Self Adhesive - 450mm x 10m	20	Half Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
STATIONERY .... Continuation ...	Labels Roll Form Blue Border – 34mmx74mm	60	Yearly	
	Opticlip 3 Self Adhesive Black	3 x (Pack of 10)	Half Yearly	
	Cover Binder A4 4DRing 40mm	60	Half Yearly	
	Lever Arch Presentation Binder	60	Half Yearly	
	Lamination Pouch – small – for ID Card	120	Yearly	
	Laminating Pouch A4	10 (Pack of 100)	Half Yearly	
	Red Marker	40	Half Yearly	
	Black Marker	40	Half Yearly	
	Plastic Pocket A4	10 (Pack of 100)	Half Yearly	
	File Fastener	10 x (Box of 50)	Half Yearly	
	Index A4 Poly Prop 1-12 Printed	50	Yearly	
	Index A4 Poly Prop 1-10 Numbered	50	Yearly	
	Puncher (Giant)	02	Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>STATIONERY</b> .... Continuation ...	Ink (black)	02	Half Yearly	
	Pilot rollerball retractable 0.7mmx08 Assorted	60	Half Yearly	
	Memory Stick 32GB	15	Half Yearly	
	Eraser	60	Half Yearly	
	HB Pencils	120	Half Yearly	
	Cardboard File Dividers, A4, Assorted, 10 Sheets / Pack - 30 packs with numbers	20	Half Yearly	
	Portfolio File A4	60	Half Yearly	
	Blue Arch File	120	Half Yearly	Blue
	Folders (Blue)	60	Quarterly	
	Glue Stick 43gr	120	Yearly	
	White Board Marker	120	Yearly	Black. Green, Red, Blue
	Prestik	60	Yearly	
	Scissor – blund tip	60	Yearly	
	Scissors – Sabre	10	Yearly	




SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>STATIONERY</b> .... Continuation ...	Flip Chart Papers	30	Yearly	
	Flip Chart Stands	10	Yearly	
	Rubber Bands – small, medium & large in boxes	20 boxes	Yearly	
	Ruler 30cm	120	Yearly	
	Sharpener Metal 1 Hole	20	Yearly	
	Sharpener Desk KW307	07	Yearly	
	Storage Boxes W74/C	120	Yearly	
	Tape Buff	10	Yearly	
	Telephone Message Book	1	Yearly	
	Telephone Message Pads	1	Yearly	
	Tidy Cube Holder	40	Yearly	
	Tidy Cubes – Refill	40	Yearly	
	Wastepaper Bin – 5L	40	Yearly	
	Whiteboard Cleaner	10	Half Yearly	
	Gem Clips Standard	60	Half Yearly	
	Gem Clips Giant	60	Half Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
STATIONERY ... Continuation ...	Hi-Lighters – 6 in a pack	50	Half Yearly	
	Labels A/Lever	60	Half Yearly	
	Labels Laser 210x297 - uncut	60	Half Yearly	
	Labels Laser 70x297 - arch lever	60	Half Yearly	
	Labels Laser 70x35.5 - name tag	60	Half Yearly	
	Letter Tray – 9800	200	Half Yearly	
	Laminating A3 250 Micron	120	Half Yearly	
	Label Ring Reinforcements PVC	30	Yearly	
	Book Short Note Lined	100	Yearly	
	Book Hard Cover A4	100	Yearly	
	Book Hard Cover A5	100	Yearly	
	Book Hard Cover A6	100	Yearly	
	Correction Pen – ZL62W	10	Yearly	
	File A/Lever A4 70mm	60	Half Yearly	




SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>STATIONERY</b> .... Continuation ...	File A/Lever 50mm MINI	60	Half Yearly	
	File Bantex 1283 A4 30MM 4-RING	60	Half Yearly	
	File Bantex C/C 1221 20MM 2-RING	50 Units	Yearly	
	File Bantex C/C 1498 70MM 2-RING	50 Units	Yearly	
	File Fasteners – Ezze Clips	200	Yearly	


#### 14.9 SPECIFICATIONS FOR BEDDING AND LINEN, CLOTHING, TOWELS AND TOILETRIES SUPPLIES

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>BEDDING AND LINEN</b>	Standard Pillow cases	120	Yearly	2 X Boys colours and themed ones
	¾ Comforters	120	Yearly	2 X Boys colours and themed ones
	Single bed Fitted sheets	120	Yearly	Blue
	Flat Sheets	120	Yearly	120 blue & 120 khakhi
	2 Ply Double Bed Blankets	120	Yearly	
	Standard Pillows	120	Yearly	High Densed Foam
	Mattresses	120	Yearly	High dense - foamed mattresses with fire resistant covers
	60 x 153 Towels	120	Yearly	100% Cotton

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
CLOTHES	Track suits S = 30 M = 40 L = 40 XL =10	120	Yearly	
	Fleece tops S = 30 M = 40 L = 40 XL =10	120	Yearly	
SLEEPWARE	Pyjamas (Seasonal) S = 30 M = 40 L = 40 XL =10	120	Yearly	
UNDER-WEARS	Boys briefs S = 40 M = 40 L = 30 XL =10	120	Quarterly	
	Boys Boxer briefs S = 40 M = 40 L = 30 XL =10	120	Quarterly	
	Boys Boxer shorts <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Quarterly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
	Angle Socks-Black (One size fits all)	120	Quarterly	Long and Short
	Crew Socks-Black and Blue (One size fits all)	60 Black 60 Blue	Quarterly	Long and Short
	V-Neck Jerseys	120	Yearly	
	Thermal Vests (Long and Short sleeves)  <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Yearly	White and Grey  
<b>T- SHIRTS</b> (For School Purposes)	Golf T-Shirts S = 40 M = 40 L = 30 XL =10	120	Yearly	PRO Polyester – Blue
	Round neck T-shirts  <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Yearly	100% Carded Cotton Red, Dark Blue and Brown

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
SHOES	Sneakers (2 kinds) <b>Sizes</b> 5 = 30 6 = 40 7 = 30 8 = 15 9 = 05	120	Yearly	
	Sandals and flip flops for boys <b>Sizes</b> 5 = 30 6 = 40 7 = 30 8 = 15 9 = 05	120	Yearly	
	Morning slippers <b>Sizes</b> 5 = 30 6 = 40 7 = 30 8 = 15 9 = 05	120	Yearly	
TROUSERS	Jean Shorts (Blue) <b>Sizes</b> 28=20 30=40 32=40 34=10 36=05	120	Yearly	






<b>TROUSERS</b> ... Continuation ...	38=05			
	Slim and Regular Fit Jeans (Blue) <b>Sizes</b> 28=20 30=40 32=40 34=10 36=05 38=05	120	Yearly	
	Acrylic Beanie (One size) Navy Blue and Red	60 Navy blue 60 Red	Yearly	
	Acrylic gloves (One size) Navy Blue and Red	60 Navy blue 60 Red	Yearly	
	Natural Cotton Shopper Bag – Blue & Black <b>Large size</b>	120	Yearly	




SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
TOILETRIES	Roll on (men) 50ml x 6	30	Monthly	
	Petroleum Jelly 450ml x 6	20	Monthly	
	Bath Soap 175g	240	Monthly	
	Toothbrush	120	Quarterly	
	Toilet Paper 48's	22	Monthly	
	Toothpaste 100ml x 12	32	Monthly	
	Laundry Bar Soap 500g	120	Monthly	Green bar soap
	Folded Hand Towel 2000's	06	Monthly	
	Barrel Towel (pack of 4)	2	Monthly	
	Face Cloth's 30mm x 30mm	72	Monthly	
	Hair remover 400ml	12	Monthly	
	Shampoo 400ml	12	Monthly	
	300 ml Conditioner	12	Monthly	
	400 ml Body Lotion	60	Monthly	Scented
	Ear Buds	1000s	Monthly	100% pure cotton

**14.10 SPECIFICATIONS FOR SPORTS EQUIPMENT, RECREATION,  
EDUCATIONAL, VOCATIONAL TRAINING MATERIAL SUPPLIES AND  
FIRST AID BOXES SUPPLIES AND REFILLS**

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>FURTHER REFLECTION</b>
<b>OUTDOOR SPORTS</b>	Leather Soccer Balls	10	Half Yearly	
	Leather Soccer Boots (Black) <b>Sizes</b> 6      = 12 7      = 12 8      = 08 9      = 02 10     = 01	35	Yearly	
	Tennis Balls	18	Half Yearly	
	Pump	2	Half Yearly	
	Professional Cricket kit	1	Yearly	
	Leather Volley Ball	3	Half Yearly	
	Professional Soccer Kit / Gear	X 3 SETS	Yearly	
<b>BOARD GAMES</b>	Tata Box / Soccer Game	1	Quarterly	
	Dominoes	2	Quarterly	
	Fingerboard	3	Quarterly	
	Monopoly	2	Quarterly	
	Playing Cards	10 SETS	Quarterly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>BOARD GAMES</b> .... Continuation ...	Mini Cricket Games	1	Quarterly	
	Mini Soccer Game	1	Quarterly	
	Chess	4	Quarterly	
<b>OUTDOOR GYM</b>		01	Once off	
		01	Once off	
		01	Once off	
		01	Once off	
		01	Once off	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>OUTDOOR GYM</b> .... Continuation ...		01	Once off	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Arts And Craft Workshop</b>	Pro Art Canvas - A3	20	Yearly	
	Acrylic Paints - (Various colours)	20	Yearly	
	Modge Podge -5 Litres	05	Yearly	
	Transfare Paper - Rims	20	Yearly	
	Fabric Stifner - 5 Litres	05	Yearly	
	Heat Press - A 3	02	Yearly	
	Sponge Applicator	20	Yearly	
	Kidney Palette - Small	20	Yearly	
	Palette Knives	20	Yearly	
	Craft knives	20	Yearly	
	Plastic Palette	20	Yearly	
	Thin Rope 5m	20	Yearly	
	Lace Strip - 3m	20	Yearly	
	Parrafinic Wax - 10 Kg	20	Yearly	
	Gel Wax - 5Kg	05	Yearly	
	Candle Fragrance - 10ml	20	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Arts And Craft Workshop</b> .... Continuation ...	Wax Dye - 10ml	20	Yearly	
	Fabric Bleach - 5 Litres	05	Yearly	
	Bianco Brushes	20	Yearly	
	Singer Sewing Machine	02	Yearly	
	Calico Fabric - 30 M	20	Yearly	
	Candle Wick / String - Roll	20	Yearly	
	Sketch Books - A3	20	Yearly	
	Ascettate Sheets	20	Yearly	
	Craft Knives	20	Yearly	
	Acrylic Primer - 5 Litres	20	Yearly	
	Stencil Brush	20	Yearly	
	1 litre Empty Bottles	20	Yearly	
	500ml Empty Bottles	20	Yearly	
	Mod Podge - 8KG	20	Yearly	
	Assorted Artificial flowers	20	Yearly	
	1 litre Empty Bottles	20	Yearly	
	Paint Brushes – size 10	20	Yearly	
	1L Craft glue	20	Yearly	
	White matt paint - 2L	20	Yearly	
	Beads - 12 packs assorted	20	Yearly	
	Light bulbs - 13mm	20	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Unit Standards For Arts And Craft Workshop</b>  .... Continuation ...	Creep Paper – Assorted packs of 10	20	Yearly	
	Feathers - assorted colours	20	Yearly	
	Thread thick - 4 different kinds	20	Yearly	
	Giant scissor	20	Yearly	Giant scissor
	Flat sheet pine - Two sheets	20	Yearly	
	Silver paint - 2 litre acrylic	20	Yearly	
	Gold paint - 2 litre acrylic	20	Yearly	
	Wooden trays - Standard medium size	20	Yearly	
	Pebbles packs - multi coloured	20	Yearly	
	Mason jars - 500ml	20	Yearly	
	Glow Sticks	20	Yearly	
	Cement – bag All-purpose Cement 42,5N (50kg)- bag	20	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	Surgical gloves 2 x box of 100 – large 1x box of 100 medium 1x box of 100 X-large	20	Yearly	
	Straw String - 4m	20	Yearly	
	Sequil Silver Material - 2M	20	Yearly	
	Air Brush	20	Yearly	
	Enamel Bowls - Medium and Large size	20	Yearly	
	Electric Cord Extension - 10m	01	Yearly	
	15x20mm Hosebib Bra RB HP IMP	120	Yearly	
	20x15mm Gal Bush Red M & F (235050-015)	120	Yearly	
	5Lt Kaufmann Pressure Sprayer	120	Yearly	
	HW1971005			
	Flower Watering Bottle 8 LTR	120	Yearly	
	Glove Dromex Gripper Working Gloves	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	20 pack Dust & Filter Mask SABs FF1	120	Yearly	
	Safety Goggles 13-100145	120	Yearly	
	Earplug Bullet Shape Yel (200) TCEP1000	120	Yearly	
	Knee Pads (Tiling) FTPA001	120	Yearly	
	Jigsaw Blades	120	Yearly	
	Electric Spray Gun	01	Yearly	
	Flexi-pipe - 100mm x 5m	120	Yearly	
	Box Of Dusk Musks	120	Yearly	
	Tape Measures - 3m	120	Yearly	
	Box Carpenter Pencils	120	Yearly	
	2lt Wood Glue	120	Yearly	
	3m X114 X38mm Sa Pine	120	Yearly	
	50 X 75 X 3m X8 Sa Pine	120	Yearly	
	114 X 38 X 3m X10 Sa Pine	120	Yearly	
	600 X 22 X 2.5 X10 Sa Pine	120	Yearly	
	2740 X 1840 X16mm Sa Pine	120	Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	Chipboard - 2740 X 1840 X 16mm	120	Yearly	
	Port Hinges (Straight)	120	Yearly	
	Supa-Wood - 2740 X 1840 X 3mm	120	Yearly	
	2740 X 1840 X 16mm X 5 - Whiter Milemain	120	Yearly	
	20lt Clear Vanish	120	Yearly	
	10lt Thinners	120	Yearly	
	5lt Mahogany Stain	120	Yearly	
	5lt Sending Siller	120	Yearly	
	5lt Wood Glue	120	Yearly	
	Chipboard Screws 3.5mm X 30mm X 1000	120	Yearly	
	3.5mm X 50mm X 1000 X 3.5mm X 16mm X 600	120	Yearly	
	SAP Timber : - 152 x 38 x 6.6m + 38x 38 x 4.8m + 52 x 76 x 6.6m	120	Yearly	
	Heavy duty staples	120	Yearly	
	5L Wood stain	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Furniture Making Workshop</b> ..... Continuation ...	Fine Sand paper	120	Yearly	
	Square head screws - 4 x 40 + 4 x 30	120	Yearly	
	Threaded bolts & nuts - 10/12 mm and 100 nuts	120	Yearly	
	Tube of cold glue 250ml	120	Yearly	
	Tube of waterproof glue Upholstery 280ml-alcolin	120	Yearly	
	Upholstery cloth - 30m	120	Yearly	
	Spring upholstery - 100m	120	Yearly	
	Extension cable - 50m	120	Yearly	
	Supawood - 2700x 1800	120	Yearly	
	White Melamine - 2700x 1800	120	Yearly	
	Handie Bar	120	Yearly	
	Cupboard Handle	120	Yearly	
	Stain - Assorted Colours	120	Yearly	
	Hard Board White – 2440 x 1220 x 3mm	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	Threaded Bolts - 12mm and 10mm	120	Yearly	
	Washers - 12mm and 10mm	120	Yearly	
	Nuts - 10mm and 12mm	120	Yearly	
	Iron-on Edging (White and Black) - 100m Each	120	Yearly	
	Drilling Machine	120	Yearly	
	Circular Saw Blades	120	Yearly	
<b>Materials For All Unit Standards For Welding Workshop</b>	Vitemax / Afrox Welding Electrodes - 2.5mm	120	Yearly	
	Hot Rolled Sheet Metal (Plate) - 1.6mm	120	Yearly	
	Thinners 5l	05	Yearly	
	Expanded Metal	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Welding Workshop</b> .... Continuation ...	Flap Disc 60 Coarse - 115mm (Pack)	120	Yearly	
	2 Litre Black Paint	05	Yearly	
	2 Litre Silver Paint	05	Yearly	
	Paint Brush	50	Yearly	
	Square Tube - 20mm	120	Yearly	
	Angle Iron - 25x25mm	120	Yearly	
	Flat Bar - 3mm X 20mm	120	Yearly	
	Cutting Disc - 115mm (Pack)	120	Yearly	
	Cutting Disc - 230mm	120	Yearly	
	Grinding Disc - 115mm (Pack)	120	Yearly	
	Round Bar - 6mm & 8mm	120	Yearly	
	Welding rods - 2.5mm / 5kg	120	Yearly	
	Way medium surge safe multi-plug ext cord - 6 x 16A / 6 x 5A with cord (230V) - 20m			
	Angle Grinner Machine -230mm and 115mm	02	Yearly	
	Auto Darkening Helmet	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Materials For All Unit Standards For Welding Workshop</b> .... Continuation ...	Welding rods - 2.5mm / 5kg	120	Yearly	
	Welding Helmets (Flip Front type)	120	Yearly	
	Safety Glasses (Green)	120	Yearly	
	Safety Glasses (Light)	120	Yearly	
	Dust Masks (20 in Box)	120	Yearly	
	Apron Leather (1 size fits)	120	Yearly	
	Welding Caps	120	Yearly	
	Measuring Tapes 5m and 3m	02	Yearly	
	Drilling Machine	02	Yearly	
<b>Materials For All Unit Standards For Catering Workshop</b>	1.5l Blender	01	Yearly	
	10L Double Chips Fryer	01	Yearly	
	Cafe' Chips Cutter – 7 X 7 Vertical	01	Yearly	
	Cutting Knives	24	Yearly	
	Coffee Mugs 340ml White Basics Conical Mug set of 6	60	Yearly	
	Electric Cord Extension - 20m	02	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>FIRST AID BOXES &amp; MATERIALS</b>	Safety Pins	90	Quarterly	
	Roller Bandages 50mm	27	Quarterly	
	Roller Bandages 75mm	27	Quarterly	
	Roller Bandage 100mm	27	Quarterly	
	Splint Wadding	18	Quarterly	
	Cutisoft Gauze Swabs 75mm	9	Quarterly	
	Examination Gloves Medium	18	Quarterly	
	Examination Gloves Large	18	Quarterly	
	Cpr Mouth Piece	18	Quarterly	
	Absorbent Cotton Wool 100g	9	Quarterly	
	Burn Shield Emergency Burn Care	9	Quarterly	
	Spillage Kit	9	Quarterly	
	Germolene	9	Quarterly	
	Antiseptic Ointment			
	Eye Shield	9	Quarterly	
	Eye Gauze	9	Quarterly	
	Pair Scissors	9	Quarterly	
	Forceps / Tweezer			
	Rescue Blanket	9	Quarterly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>FIRST AID BOXES &amp; MATERIALS</b> .... Continuation ...	Fabric Elastic		Quarterly	
	Adhesive Plaster	9		
	Paper Tape	9	Quarterly	
	Box Plasters	9	Quarterly	
	Cetrimide Solution 1% 100ml	9	Quarterly	
	Mercuro-Chrome 2% 20ml	9	Quarterly	
	Wounds Pads 100mm	9	Quarterly	
	Sterile Gauze	18	Quarterly	
	First Aid Dressing 150mm	9	Quarterly	
	First Aid Dressing 75mm	9	Quarterly	
	Non Sterile Swab	9	Quarterly	
	Tongue Depressors	9	Quarterly	
	Trangular Bandages	36	Quarterly	
	Splints	18	Quarterly	

### 14.11 SPECIFICATIONS FOR LAUNDRY SUPPLIES AND MAINTENANCE

To supply laundry detergents and maintain washing and drying machines on a monthly basis.

All products to be SABS Approved

**SABS**

South African Bureau of Standards

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Detergents</b>	25LT Dish washing liquid	04	Monthly	
	25LT Citro Power	04	Monthly	
	25LT Germotol	04	Monthly	
	25LT Bleach	04	Monthly	
	25LT Ammonia Multipurpose Cleaner	04	Monthly	
	25LT Floor Polish	04	Monthly	
	25LT Wax Polish	04	Monthly	
	25LT Hand Soap	04	Monthly	
	25LT Oven Cleaner	04	Monthly	
	25LT Window Cleaner	04	Monthly	
	25LT Hand Sanitizer	04	Monthly	
	25LT Disinfectant	04	Monthly	
	25KG Laundry Washing Powder	04	Monthly	
	25LT Laundry Detergent / Fabric Softener	04	Monthly	





#### 14.12 SPECIFICATIONS FOR PEST CONTROL, FUMIGATION AND DECONTAMINATION

- ✓ To provide comprehensive Fumigation, Pest control and Decontamination services.
- ✓ The Service provider must ensure provision and availability of the following necessary equipment.
- ✓ Approved chemicals for decontamination and deep cleaning
- ✓ Protective clothing
- ✓ Equipment for spraying
- ✓ Chemicals for fumigation
- ✓ Pest bait stations

SPECIFICATIONS	DESCRIPTION	QUANTITY
<b>PEST CONTROL (Monthly Service)</b>	<b>FUMIGATION OF THE WHOLE FACILITY:</b> Court building (15 rooms) Police cell (14 rooms) Technical room (01 room) Generator room (01 room) Guardroom (01 room) Chemical store (02 rooms) Laundry (03 rooms) Kitchen (04 rooms) Boys' Dormitory (21 rooms) School area (15 rooms) Reception Area (29 rooms)	127 rooms in the entire facility
<b>MANAGEMENT AND PREVENTION SERVICES</b>	<b>Bait Stations (Monthly Service)</b>	34
	<b>Viper / Uv Lights for the kitchen (Monthly Service)</b>	02
	<b>Snake Repellant for the whole facility (Monthly Service)</b>	

### 14.13 SPECIFICATIONS FOR SUPPLY OF MAINTANANCE ITEMS/EQUIPMENTS

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
Items for day-to-day maintenance per centre	LED Bulbs - 1.5m and 1.2m	45	Monthly	
	Door machines + locks	127	Yearly	
	Silver Bottle traps (SABS) – 32mm	45	Quarterly	
	Plastics Bottle traps (SABS) -32mm	45	Quarterly	
	Cirtern bottom valve – 20mm	45	Quarterly	
	Float arm valve	45	Quarterly	
	150L geyser element	05	Quarterly	
	Basin and Shower valves	45	Quarterly	
	Toilet flashing rods	45	Quarterly	
	20mm gate valves	45	Quarterly	
	¾ - 20mm CXC Adaptors	45	Quarterly	
	20mm couplers	45	Quarterly	
	20mm both ends flexible water pipes	45	Quarterly	
	Chemical mixer or water purification system	45	Quarterly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>Items for day-to-day maintenance</b> .... Continuation ...	Elements for the kitchen stove	10	Yearly	
	Elements and the thermostat for the food warmer	20	Quarterly	
	Replacing of perimeter lights (bulbs)	120	Quarterly	
<b>PEST CONTROL</b>	1L Termite and insect killer	05	Monthly	
	1L Herbicides and pesticides killer	05	Monthly	
<b>GARDENING TOOLS &amp; MACHINERY</b>	Petrol Site Cutting Machine petrol	02	Yearly	
	Galv Lawn Fan Rake HEADHW1540963 /	06	Quarterly	
	901-120			
	Garden Steel Rake HW1541118	06	Yearly	
	Digging Garden Spade Lasher	06	Yearly	
	Round Nose Shovel Lasher	06	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
<b>GARDENING TOOLS &amp; MACHINERY</b> .... Continuation ...	LLDPE Poly Wheelbarrow Quality	05	Yearly	
	Hedge Cutter Wavy Blade 907-02004	03	Half Yearly	
	Electric paving Blower	02	Yearly	
	3kg Pick Head Steel C&D HW1870400	05	Yearly	
	900mm Pick Handle Poly TIE9750 Lasher	05	Yearly	
	20mmx30m Garden Hose Econ W/F DLD21	04	Quarterly	
	20mm Steel Mazal Mist Sprayer 1980122	06	Quarterly	
	RT55/385B Raco 4PCE ADJ Hose Nozzle Set	04	Quarterly	
	Bush cutter	05	Yearly	
	Fragram wavy blade shear (scissor)	120	Yearly	
	Bypass pruner	120	Yearly	
	Garden Sprinkler (Garden Oscillating Plastic Impulse Sprinkler)	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	FURTHER REFLECTION
FIRE EXTINGUISHERS AND FIRE-HOSE RILLS SERVICING AND REPLACEMENTS	4.5kg Fire Extinguishers	38	Yearly	Replacements of fire-fighting equipments only to be done when items are broken or irreplaceable.
	5kg Co2 Fire Extinguishers	01		
	2kg Co2 Fire Extinguishers	02		
	Fire Blanket	01		
	1.5kg Fire Extinguishers	01		
	Fire Hose Rills	09		
	Fire Hydrants	03		
	Installation of Fire Extinguishers and fire blankets at workshops	04		

## 15 COSTING STRUCTURE

### 15.1 COSTING STRUCTURE FOR SECURITY

DESCRIPTION	Day Shift	Night Shift	Relievers	Total Number of Guards	Price per Security Guard	Total price per number of security guards
Security Site Supervisor	1			1 Straight Shift		
Security Officers (Grade C)	5	5	5	15		
Shift Supervisors (Grade B)	1	1	1	3		
Control room operators	1	1	1	3		
<b>Total number of guards = 22 Guards</b>  <b>1 Security Supervisor</b>  <b>15 Guards with PSIRA Grade C</b>  <b>3 Shift Supervisors with PSIRA Grade B</b>  <b>3 Control room operators</b>				Total amount excluding VAT		
				15% VAT		
				Grand total		

## 15.2 COSTING STRUCTURE FOR MEDICINE, MEDICAL EQUIPMENT AND SURGICAL SUPPLIES

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
MEDICATION	Allergex 4mg Tabs	100	Quarterly	
	Paracetamol 500g Tabs	1 Container ( with 1000 tabs)	Quarterly	
	Cyclokapron 500mg	100	Quarterly	
	Indocid Caps 25mg	200	Quarterly	
	Ibuprofen 400mg	200	Quarterly	
	Celebrex 500mg Caps	100	Quarterly	
	Diclofenac 50g Tab	100	Quarterly	
	Exythromyan 500mg	200	Quarterly	
	Amoxycillin 500g Caps	1 Container ( with 1000 caps)	Quarterly	
	Cloxacillin 500g Tabs	20 Boxes	Quarterly	
	Flucanazole 500g Caps	10 Boxes	Quarterly	
	Doxylilline 10g	100	Quarterly	
	Teanus Taxold Injection	20	Quarterly	
	Ciprobay 50g Tabs	20 Boxes	Quarterly	
	Histacon Tabs	1 Container ( with 1000 tabs)	Quarterly	
	Sinutab tablets 3way (HCL 30mg)	20 Boxes	Quarterly	
	Ors (Gastrolyte) Scachets 2g each	20	Quarterly	

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>MEDICATION</b>  <b>....Continuation ....</b>	Acitop Cream 5% each	20	Quarterly	
	Chloramphenicol Eye Ointment 1% each	20	Quarterly	
	Illiadin Nasal Drops 0.05% each	20	Quarterly	
	Emulsify Ointment (BP) 50g each	04	Quarterly	
	Pivodine iodine Solution 500ml each	01 Box	Quarterly	
	Stopitch Cream 1% each	05	Quarterly	
	Normal Saline Iv 100m/S	05	Quarterly	
	Normal Saline 20g	05	Quarterly	
	Lignocaine 2% Vial	10	Quarterly	
	Cimetidine Tablets 200mg pack of 100	1 Bottle	Quarterly	
	Hydrocortisone Cream 1%	05	Quarterly	
	Ferrous Sulphate tablets 200mg pack of 60	100	Quarterly	
	Voltaren Ampoules 75mg/3ml pack of 10	20	Quarterly	
	Combivent UDV 2.5mg/2.5ml pack of 5	10	Quarterly	
	Buscopan Tablets 10mg pack of 30	100	Quarterly	
	Methyl Salicylate ointment 50g each	10	Quarterly	



SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>MEDICATION</b>  .... Continuation ...	Immodium Tablets 2mg pack of 3	100	Quarterly	
	Senokot Tablets 7.5mg pack of 20	100	Quarterly	
	Metoclopramide Tablets 10mg pack of 20	200	Quarterly	
	Spersallerg Eye Drops 05.mg/ml each	10	Quarterly	
	Solu-cortef Vials 100mg/2ml each	05	Quarterly	
	Sinued Tablets 200mg pack of 20	50	Quarterly	
	Acuraye Tabs	03 Boxes	Quarterly	
	D Germ Hand Disinfectant 500ml	10	Quarterly	
	Vitamin B Tab	1 Container ( with 1000 tabs)	Quarterly	
	Diclofenac Injection 75mg	10 Vials	Quarterly	
	Solu-Cortef Injection 100mg	05 Vials	Quarterly	
	Adrenalin ampoules 1mg/ml each	05 Vials	Quarterly	
	Aldara Ointment 12.5mg 5% each	15	Quarterly	
	Citro Soda granules 613mg each	10 Box	Quarterly	
	Advantan Cream 01% each	05	Quarterly	
	Tripiline 25mg Tab	100	Quarterly	

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>MEDICATION</b>  .... Continuation ...	Acyclovir Tab 20g	40	Quarterly	
	Actifed Tablets 30mg pack of 20	30	Quarterly	
	Ringer Lactate 100m/S	05	Quarterly	
	Throat Lozenges "Strepsils", orange C, Vitamin C 100mg box	50	Quarterly	
	Myogel Magnesium trisilicate oral Suspension 100ml each	15 Box	Quarterly	
	Glycerine Suppository 2.4g pack of 5	02 Boxes	Quarterly	
	Aspirin Tabs 30g	50	Quarterly	
	Ascorbic Acid 250g	100	Quarterly	
	Cefriaxone Vials 250g	05	Quarterly	
	K. Y Jelly 100g each	10	Quarterly	
	Universal Earade Drops	10	Quarterly	
	Aqueous Cream 30g each	10	Quarterly	
	BP Machine	01	Quarterly	
	AA Batteries	48	Quarterly	
	Digital Thermometer	04	Quarterly	
	Blood Glucose Monitoring System	02	Quarterly	
	Nebulizer Mist	01	Quarterly	
	Infrared	04	Quarterly	

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
	Thermometer			
	Anusol Suppository	24 Cups	Quarterly	
	Plastics Tablets	100 Tablets Plastics	Quarterly	
<b>SURGICALS</b>	Multidrug Test Kit	100 Kits	Monthly	
	Linen Savers 51cmx65cm box of 200 sheets	01 Box	Monthly	
	Urine Test Strips (combur-9) 100 strips per container	01 Bottle	Monthly	
	Green Hypodermic Needles 21g, 100 per box	01 Box	Monthly	
	Black Hypodermic Needles 22g per box	01 Box	Monthly	
	5 Mls Syringe	50 Units	Monthly	
	Accu Check Glucostick Active 50 per container	01 Bottle	Monthly	
	<b>Surgical Gloves:</b>  Sizes: 6.5, 7, 7.5, 8	08 Boxes( 02 Boxes each size)	Monthly	
	<b>Non Sterile Gloves:</b>	06 Boxes (02 Boxes each size)	Monthly	
	Sizes: Small, Medium & Large			
	Crepe Bandage 75m	20	Monthly	
	Crepe Bandage 100m	20	Monthly	
	Jelco (blue) 12g	01 Box	Monthly	
	Short Drips (I.V tubing extention	10each	Monthly	

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>SURGICALS</b>	set) each			
.... Continuation ...	I.V. Opsites (Small & Medium)	04 Boxes (02 Boxes each size)	Monthly	
	Nebulizing Musks (40%)	15 each	Monthly	
	02 Musk (40%)	15 each	Monthly	
	Long I.V. Infussion Set (Adult) 10 drop each	10 each	Monthly	
	NasalPlugs (Nose bleeding) (Small each)	10 each	Monthly	
	HIV Rapid Test Kit	20	Monthly	
	Surgical Face Mask 3ply per 50 paxck	50 Boxes	Monthly	
	Surgical Disposable Isolation Gown (01 Size)	100	Monthly	
	Surgical Cap	100	Monthly	
<b>Cost of Medicine, Medical Equipment and Surgical Supplies</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

### 15.3 COSTING STRUCTURE FOR SANITARY WASTE AND MEDICAL WASTE DISPOSAL

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>SHARPS CONTAINERS</b>	2,5L Lock Lid (Base & Lid)	1	Monthly	
	5L Tamper Proof (Base & Lid)	1	Monthly	

SPECIFICATION	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>SHARPS CONTAINERS</b> ....Continuation...	25L Lock Lid (Base & Lid)	1	Monthly	
<b>SPECI CONTAINERS</b>	2,5L Specibin (Base & Lid)	1	Monthly	
<b>PHARMACEUTICAL CONTAINERS (Schedule 1 - 4 only) BOX SETS</b>	10L Pharmaceutical	1	Monthly	
	25L Box Set 30x24x14cm (+30l/40m bag & cable tie)	1	Monthly	
	50L Box Set 36x36x45cm (+50l/50m bag & cable tie)	1	Monthly	
	142L Box Set 50x50x63cm (+142l/50m bag & cable tie)	1	Monthly	
<b>SUNDRIES</b>	Biohazard Tape 48mm x 50m	1	Monthly	
<b>SANITY WASTE REMOVAL</b>	<b>Ensure that sanitary bins, sanitary packet dispensers, sanitary pedal bins and sanitizer dispensers</b> are provided in each cubicle (ladies toilets including at the school and one dormitory) at the centres.	12	Monthly	
	Sanitary waste from the bins are collected regularly on a 7 day frequency.	12	Monthly	
	The sanitary bins to be cleaned and disinfected			
	Use bin liners and disinfecting agents to kill bacteria.			
<b>Cost of Sanitary Waste and Medical Waste Disposal</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

**15.4 COSTING STRUCTURE FOR FOOD SUPPLIES (VEGETABLES, FRUITS, DRY GOODS, RELISH/ MEAT, DAIRY PRODUCTS, EGGS AND BREAD)**

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>PRICE</b>
<b>VEGETABLES</b>	3kg Cabbage	4	Monthly	
	3kg Spinach	12	Monthly	
	3kg Mixed Veg	12	Monthly	
	6kg Pumpkin	02	Monthly	
	9kg Butternut	02	Monthly	
	2kg Green Beans	04	Monthly	
	3kg Coleslaw	08	Monthly	
	10kg Beetroot	01	Monthly	
	5kg Carrots	02	Monthly	
	5kg Green Peppers	01	Monthly	
	5kg Yellow Peppers	01	Monthly	
	5kg Red Peppers	01	Monthly	
	10kg Potatoes	04	Monthly	
	10kg Onion	02	Monthly	
	1kg Crushed Garlic and ginger	04	Monthly	
	6kg Tomato	08	Monthly	
	1.5kg per head Lettuce	12	Monthly	
	5kg Cucumber	01	Monthly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>FRUITS</b>  <b>(SESSIONAL)</b>	25kg Apples	04	Monthly	
	18 kg Banana	04	Monthly	
	6KG Oranges (Large)	04	Monthly	
	14kg Naartjies	04	Monthly	
	6kg Lemons	01	Monthly	
	12.5 kg Pears	04	Monthly	
	12.5 kg Peaches	04	Monthly	
	4.5 kg Plums	08	Monthly	
	3kg Watermelon	04	Monthly	
	1kg Frozen chips	10	Monthly	
<b>RELISH / MEAT &amp; FISH</b>  <b>Not Frozen –</b>  <b>adherence to</b>  <b>Meat Safety Act</b>  <b>(red meat, poultry and fish)</b>	10kg Beef stew	10	Monthly	
	10kg Beef wors	04	Monthly	
	6kg Beef mince	12	Monthly	
	10kg Beef burger	04	Monthly	
	10kg Ox liver	05	Monthly	
	10kg Ox tripe	04	Monthly	
	10kg Chicken thighs	04	Monthly	
	10kg Chicken drumsticks	04	Monthly	
	10kg Chicken livers	05	Monthly	
	10kg Chicken necks	04	Monthly	
	10kg Chicken giblets	04	Monthly	
	10kg Chicken feet	04	Monthly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>RELISH / MEAT &amp; FISH</b> <b>Not Frozen –</b> <b>adherence to Meat Safety Act (red meat, poultry and fish)</b> <b>....Continuation...</b>	10kg Chicken gizzard	04	Monthly	
	10kg Chicken burger	04	Monthly	
	150g T-Bone Steak	30	Per school term	
	2kg Polony	08	Monthly	
	1kg Vienna	20	Monthly	
<b>DRY GOODS</b>	12.5kg Super Maize Meal	15	Monthly	
	10kg White Rice	06	Monthly	
	10kg Samp (original)	04	Monthly	
	10kg Mabela	15	Monthly	
	25kg Oats (original)	02	Monthly	
	1kg Cornflakes	15	Monthly	
	10kg Cake Flour	02	Monthly	
	1kg Baking Powder	01	Monthly	
	1kg Bicarbonate of Soda	01	Monthly	
	1kg Instant Yeast	01	Monthly	
	1L Vanilla Essence	01	Monthly	
	10kg Sugar	04	Monthly	
	1kg Powdered Milk	10	Monthly	
	1.5kg Coffee	08	Monthly	
	1kg Rooibos	05	Monthly	
	1kg Five roses	05	Monthly	
	2.5kg Custard	04	Monthly	
	500g Jelly	24	Monthly	
	20L Cooking Oil	03	Monthly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>DRY GOODS</b>  ....Continuation...	5L Vinegar	01	Monthly	
	3kg Mayonnaise	03	Monthly	
	5L Worcester Sauce	01	Monthly	
	5L Chutney	01	Monthly	
	1L Salad Dressing	02	Monthly	
	410g Spaghetti	12	Monthly	
	410g Tomato Paste	10	Monthly	
	410g Butter beans	12	Monthly	
	400g Split peas	12	Monthly	
	5kg Oxtail Soup	02	Monthly	
	5kg Beef & Onion Soup	02	Monthly	
	5kg Minestrone	02	Monthly	
	5kg Thick Veg Soup	02	Monthly	
	700g Brown Bread	1450 loaves	Monthly	
	1kg Braai party Spice	02	Monthly	
	1kg Mixed Herbs Spice	02	Monthly	
	1kg BBQ Spice	02	Monthly	
	1kg Cajun Spice	4	Monthly	
	1kg Curry Powder	4	Monthly	
	1kg Aromat	02	Monthly	
	1kg Salt	05	Monthly	
	2kg Epsom salt	01	Monthly	
	500g Coconut (Desiccated)	06	Monthly	
	06kg Baked Beans	06	Monthly	
	6 x 250ml 100% Juice	05	Monthly	
	5L Concentrated 100% Juice	05	Monthly	

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>PRICE</b>
<b>DRY GOODS</b>  ....Continuation...	48g chocolate bar (kitkat, Lunch bar, and Barone	3 x 40 in a box	Monthly	
	20.5 g Fizz pops	2 x 50 in a packet	Monthly	
	36g Assorted Potato Chips	3 x 48 in a box	Monthly	
	50g Peanuts	60	Monthly	
	500ml water	28	Monthly	
<b>DAIRY PRODUCTS</b>	8kg Cheese loaf (Gouda or Cheddar)	04	Monthly	
	1kg Sliced cheese (Gouda or Cheddar)	04	Monthly	
	60 eggs	03	Monthly	
	1L Full Cream Milk	100	Monthly	
	1kg Feta Cheese	01	Monthly	
<b>Cost of Food Supplies (Vegetables, Fruits, Dry Goods, Relish/ Meat, Dairy Products, Eggs and Bread)</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

### 15.5 COSTING STRUCTURE FOR FUEL, OIL AND GAS SUPPLIES

<b>SPECIFICATION</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>PRICE</b>
<b>FUEL, OIL AND GAS SUPPLIES</b>	40kg Medical (Oxygen) Gas Cylinders	01	Monthly
	9kg Domestic Gas Cylinders	04	Monthly
	1000L Diesel	01	Monthly
	200L Petrol	01	Monthly
<b>Cost of Fuel, Oil and Gas Supplies</b>			
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>			
<b>VAT @ 15%</b>			
<b>Total cost per specification</b>			

### 15.6 COSTING STRUCTURE FOR CLEANING SUPPLIES

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE	
CLEANING SUPPLIES	Toilet Paper	500 sheets – 2 ply	Monthly		
	Hand Folded Towels	30 Clips x 124 Sheets	Monthly		
	950 X 750mm Black Refuge Bags	25	Monthly		
	750ml Furniture Polish	24	Monthly		
	150MM Green Scourer Pads	150	Monthly		
	30cm x 10cm x 30cm Double Elastic White Mop Cap	2	Monthly		
	Cloths For Kitchen				
	40 x 40 cms	20			
	38 x 58 cms	20			
	45 x 70 cms	20			
	60cmsx Disposable Cloths1000pieces	04	Monthly		
	Microns – 1000 m Roll x 45 cm Cling Wrap	01	Monthly		
BROOMS BRUSHES	&	305MM Soft Broom	10	Monthly	
		600 MM Hard Broom	04	Monthly	
		400g Mops	15	Monthly	
		30L Plastic mopping bucket	20	Monthly	
		Feather duster	10	Monthly	
		1M Dust Pan	10	Monthly	
		Toilet Brushes	20	Monthly	
		24 inch Dust mop	10	Monthly	
		Cost of Cleaning Supplies			
Cost of delivery, inclusive of labour to the service point/ an area identified by the Department					
VAT @ 15%					
Total cost per specification					

### 15.7 COSTING STRUCTURE FOR PROTECTIVE CLOTHING SUPPLIES

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
CHEFSWARE	Chef Jackets		Bi- Annually	
	XXL	Long Sleeves = 02 Short Sleeves = 02		
	XL	Long Sleeves = 01 Short Sleeves = 01		
	L	Long Sleeves = 02 Short Sleeves = 02		
	M	Long Sleeves = 02 Short Sleeves = 02		
	Chef Pants		Bi- Annually	
	XXL	04		
	XL	02		
	L	04		
	M	04		
SAFETY SHOES	Leather Safety Shoes (Black)		Bi- Annually	
	Size 3	02 x 2		
	Size 4	01 x 2		
	Size 5	05 x 2		
	Size 6	01 x 2		
	Size 7	08 x 2		
	Size 8	04 x 2		
	Size 9	03 x 2		
COUNTY SUITS	County Suits		Bi-Annually	
	Size 30	01 x 2		
	Size 32	01 x 2		
	Size 34	02 x 2		
	Size 36	04 x 2		

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>COUNTY SUITS</b> ....Continuation...	Size 38	01 x 2		
	Size 40	04 x 2		
	Size 42	02 x 2		
	Size 44	03 x 2		
<b>GOLF T-SHIRTS</b>	Golf – T-shirts		Bi-Annually	
	Small	02 x 2		
	Medium	10 x 2		
	Large	02 x 2		
	X-Large	07 x 2		
	XX-Large	04 x 2		
<b>ROUND NECK T-SHIRTS</b>	Round-neck T-shirts		Bi-Annually	
	Small	02 x 2		
	Medium	10 x 2		
	Large	02 x 2		
	X-Large	07 x 2		
	XX-Large	04 x 2		
	Rubber Gloves	Large = 20 Medium = 20	Monthly	
<b>Cost of Protective Clothing Supplies</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

## 15.8 COSTING STRUCTURE FOR STATIONERY SUPPLIES

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>CARTRIDGES</b>	HP Cartridge Q2612A	03	Quarterly	
	BROTHER Cartridge TN-2150 Black	04		
	HP CB435 Black	02		
	HP CE285A Black	03		
<b>PENS</b>	BIC CLIC Ballpen (Black Pen)	100 x 2	Quarterly	
	BIC CLIC Ballpen (Red Pen)	100 x 2	Quarterly	
	Energel Black Pen	20 x 2	Quarterly	
	Energel Red Pen	20 x 2	Quarterly	
	F/S Size Red Suspension File	10 X (PKT10)	Half Yearly	
	F/S Size Yellow Suspension File	10 X (PKT10)	Half Yearly	
	Stapler Normal Office size	30	Yearly	
	No 56/6 box 5000 Staples	30	Yearly	
<b>STATIONERY</b>	Staple Remover	30	Yearly	
	Tape Double Sided	2	Half Yearly	
	Indicator Pins – 15mm	10 containers	Yearly	
	Exam Pad A4	60	Yearly	
	Counter Book 2 Quire	60	Yearly	
	Book cover Foil Self Adhesive - 450mm x 10m	20	Half Yearly	
	Labels Roll Form Blue Border – 34mmx74mm	60	Yearly	
	Opticlip 3 Self Adhesive Black	3 x (Pack of 10)	Half Yearly	
	Cover Binder A4 4DRing 40mm	60	Half Yearly	
	Lever Arch Presentation Binder	60	Half Yearly	
	Lamination Pouch – small – for ID Card	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>STATIONERY</b>  ... Continuation ...	Laminating Pouch A4	10 (Pack of 100)	Half Yearly	
	Red Marker	40	Half Yearly	
	Black Marker	40	Half Yearly	
	Plastic Pocket A4	10 (Pack of 100)	Half Yearly	
	File Fastener	10 x (Box of 50)	Half Yearly	
	Index A4 Poly Prop 1-12 Printed	50	Yearly	
	Index A4 Poly Prop 1-10 Numbered	50	Yearly	
	Puncher (Giant)	02	Yearly	
	Ink (black)	02	Half Yearly	
	Pilot rollerball Retractable 0.7mmx08 Assorted	60	Half Yearly	
	Memory Stick – 32GB	15	Half Yearly	
	Eraser	60	Half Yearly	
	HB Pencils (Staedler)	120	Half Yearly	
	Cardboard File Dividers, A4, Assorted, 10 Sheets / Pack - 30 packs with numbers	20	Half Yearly	
	Portfolio File A4	60	Half Yearly	
	Blue Arch File	120	Half Yearly	
	Folders (Blue)	60	Quarterly	
	Glue Stick 43gr	120	Yearly	
	White Board Marker	120	Yearly	
	Prestik	60	Yearly	
	Scissor – blund tip	60	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>STATIONERY</b>  ... Continuation ...	Scissors – Sabre	10	Yearly	
	Flip Chart Papers	30	Yearly	
	Flip Chart Stands	10	Yearly	
	Rubber Bands – small, medium & large in boxes	20 boxes	Yearly	
	Ruler 30cm	120	Yearly	
	Sharpener Metal 1 Hole	20	Yearly	
	Sharpener Desk KW307	07	Yearly	
	Storage Boxes W74/C	120	Yearly	
	Tape Buff	10	Yearly	
	Telephone Message Book	1	Yearly	
	Telephone Message Pads	1	Yearly	
	Tidy Cube Holder	40	Yearly	
	Tidy Cubes – Refill	40	Yearly	
	Wastepaper Bin – 5L	40	Yearly	
	Whiteboard Cleaner	10	Half Yearly	
	Gem Clips Standard	60	Half Yearly	
	Gem Clips Giant	60	Half Yearly	
	Hi-Lighters – 6 in a pack	50	Half Yearly	
	Labels A/Lever	60	Half Yearly	
	Labels Laser 210x297 - uncut	60	Half Yearly	
	Labels Laser 70x297 - arch lever	60	Half Yearly	
	Labels Laser 70x35.5 - name tag	60	Half Yearly	
	Letter Tray – 9800	200	Half Yearly	
	Laminating A3 250 Micron	120	Half Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>STATIONERY</b> ... Continuation ...	Label Ring Reinforcements PVC	30	Yearly	
	Book Short Note Lined	100	Yearly	
	Book Hard Cover A4	100	Yearly	
	Book Hard Cover A5	100	Yearly	
	Book Hard Cover A6	100	Yearly	
	Correction Pen – ZL62W	10	Yearly	
	File A/Lever A4 70mm	60	Half Yearly	
	File A/Lever 50mm MINI	60	Half Yearly	
	File Bantex 1283 A4 30MM 4-RING	60	Half Yearly	
	File Bantex C/C 1221 20MM 2-RING	50 Units	Yearly	
	File Bantex C/C 1498 70MM 2-RING	50 Units	Yearly	
	File Fasteners – Ezze Clips	200	Yearly	
<b>Cost of Stationery Supplies</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

## 15.9 COSTING STRUCTURE FOR BEDDING AND LINEN, CLOTHING, TOWELS AND TOILETRIES SUPPLIES

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>BEDDING AND LINEN</b>	Standard Pillow cases	120	Yearly	
	¾ Comforters	120	Yearly	
	Single bed Fitted sheets	120	Yearly	
	Flat Sheets	120	Yearly	
	2 Ply Double Bed Blankets	120	Yearly	
	Standard Pillows	120	Yearly	
	Mattresses	120	Yearly	
	60 x 153 Towels	120	Yearly	
<b>CLOTHES</b>	Track suits S = 30 M = 40 L = 40 XL =10	120	Yearly	
	Fleece tops S = 30 M = 40 L = 40 XL =10	120	Yearly	
<b>SLEEPWARE</b>	Pyjamas (Seasonal) S = 30 M = 40 L = 40 XL =10	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>UNDER-WEARS</b>	Boys briefs S = 40 M = 40 L = 30 XL =10	120	Quarterly	
	Boys Boxer briefs S = 40 M = 40 L = 30 XL =10	120	Quarterly	
	Boys Boxer shorts <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Quarterly	
	Angle Socks Black (One size fits all)	120	Quarterly	
	Crew Socks-Black and Blue (One size fits all)	60 Black 60 Blue	Quarterly	
	V-Neck Jerseys	120	Yearly	
	Thermal Vests (Long and Short sleeves) <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Yearly	
<b>T- shirts (For School Purposes)</b>	Golf T-Shirts S = 40 M = 40	120	Yearly	

	L = 30 XL =10			
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SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>T- shirts</b> (For School Purposes) .... Continuation ...	Round neck T-shirts <b>Sizes</b> S = 40 M = 40 L = 30 XL =10	120	Yearly	
	Sneakers (2 kinds) <b>Sizes</b> 5 = 30 16 = 40 17 = 30 18 = 15 19 = 05	120	Yearly	
	Sandals and flip flops for boys <b>Sizes</b> 7 = 30 8 = 40 7 = 30 8 = 15 9 = 05	120	Yearly	
	Morning slippers <b>Sizes</b> 9 = 30 10 = 40 11 = 30 12 = 15 9 = 05	120	Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
TROUSERS	Jean Shorts (Blue) <b>Sizes</b> 28=20 30=40 32=40 34=10 36=05 38=05	120	Yearly	
	Slim and Regular Fit Jeans (Blue) <b>Sizes</b> 28=20 30=40 32=40 34=10 36=05 38=05	120	Yearly	
	Acrylic Beanie(One size)Navyblue & Red	60 Navy blue 60 Red	Yearly	
	Acrylic gloves(One size)Navyblue & Red	60 Navy blue 60 Red	Yearly	
	Natural Cotton Shopper Bag – Blue & Black <b>Large size</b>	120	Yearly	
TOILETRIES	Roll on (men) 50ml x 6	30	Monthly	
	Petroleum Jelly 450ml x 6	20	Monthly	
	Bath Soap 175g	240	Monthly	
	Toothbrush	120	Quarterly	
	Toilet Paper 48's	22	Monthly	
	Toothpaste 100ml x 12	32	Monthly	
	Laundry Bar Soap 500g	120	Monthly	
	Folded Hand Towel 2000's	06	Monthly	
	Barrel Towel (pack of 4)	2	Monthly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>TOILETRIES</b> .... Continuation ...	Face Cloth's 30mm x 30mm	72	Monthly	
	Hair remover 400ml	12	Monthly	
	Shampoo 400ml	12	Monthly	
	300 ml Conditioner	12	Monthly	
	400 ml Body Lotion	60	Monthly	
	Ear Buds	1000s	Bi- Annually	
<b>Cost of Bedding And Linen, Clothing, Towels and Toiletries Supplies</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>T @ 15%</b>				
<b>Total cost per specification</b>				

**15.10 COSTING STRUCTURE OF SUPPLY OF SPORTS EQUIPMENT, RECREATION, EDUCATIONAL, VOCATIONAL TRAINING MATERIAL SUPPLIES AND FIRST AID BOXES SUPPLIES AND REFILLS**

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>OUTDOOR SPORTS</b>	Leather Soccer Balls	10	Half Yearly	
	Leather Soccer Boots (Black)	35	Yearly	
	<b>Sizes</b>			
	6 = 12			
	7 = 12			
	8 = 08			
	9 = 02			
	10 = 01			
	Tennis Balls	18	Half Yearly	
	Pump	2	Half Yearly	
	Professional Cricket kit	1	Yearly	
	Leather Volley Ball	3	Half Yearly	
		X 3 SETS	Yearly	
	Professional Soccer Kit / Gear			

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
BOARD GAMES	Tata Box / Soccer Game	1	Quarterly	
	Dominoes	2	Quarterly	
	Fingerboard	3	Quarterly	
	Monopoly	2	Quarterly	
	Playing Cards	10 SETS	Quarterly	
	Mini Cricket Game	1	Quarterly	
	Mini Soccer Game	1	Quarterly	
	Chess	4	Quarterly	
OUTDOOR GYM		01	Once off	
		01	Once off	
		01	Once off	
		01	Once off	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>OUTDOOR GYM</b> ..... Continuation ...		01	Once off	
		01	Once off	
<b>Materials For All Unit Standards For Arts And Craft Workshop</b>	Pro Art Canvas - A3	20	Yearly	
	Acrylic Paints - (Various colours)	20	Yearly	
	Modge Podge -5 Litres	05	Yearly	
	Transfare Paper - Rims	20	Yearly	
	Fabric Stifner - 5 Litres	05	Yearly	
	Heat Press - A 3	02	Yearly	
	Sponge Applicator	20	Yearly	
	Kidney Palette - Small	20	Yearly	
	Palette Knives	20	Yearly	
	Craft knives	20	Yearly	
	Plastic Pallette	20	Yearly	
	Thin Rope 5m	20	Yearly	
	Lace Strip - 3m	20	Yearly	
	Parrafinic Wax - 10 Kg	20	Yearly	
	Gel Wax - 5Kg	05	Yearly	
	Candle Fragrance - 10ml	20	Yearly	
	Wax Dye - 10ml	20	Yearly	



SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All Unit Standards For Arts And Craft Workshop</b> .... Continuation ...	Fabric Bleach - 5 Litres	05	Yearly	
	Bianco Brushes	20	Yearly	
	Singer Sewing Machine	02	Yearly	
	Calico Fabric - 30 M	20	Yearly	
	Candle Wick/String - Roll	20	Yearly	
	Sketch Books - A3	20	Yearly	
	Ascettate Sheets	20	Yearly	
	Craft Knives	20	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All Unit Standards For Arts And Craft Workshop</b> .... Continuation ...	Acrylic Primer - 5 Litres	20	Yearly	
	Stencil Brush	20	Yearly	
	1 litre Empty Bottles	20	Yearly	
	500ml Empty Bottles	20	Yearly	
	Mod Podge - 8KG	20	Yearly	
	Assorted Artificial flowers	20	Yearly	
	1 litre Empty Bottles	20	Yearly	
	Paint Brushes – size 10	20	Yearly	
	1L Craft glue	20	Yearly	
	White matt paint - 2L	20	Yearly	
	Beads - 12 packs assorted	20	Yearly	
	Light bulbs - 13mm	20	Yearly	
	Creep Paper – Assorted packs of 10	20	Yearly	
	Feathers - assorted colours	20	Yearly	
	Thread thick - 4 different kinds	20	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All</b> <b>Unit Standards For</b> <b>Arts And Craft</b> <b>Workshop</b> ..... Continuation ...	Giant scissor	20	Yearly	
	Flat sheet pine - Two sheets	20	Yearly	
	Silver paint - 2 litre acrylic	20	Yearly	
	Gold paint - 2 litre acrylic	20	Yearly	
	Wooden trays - Standard medium size	20	Yearly	
	Pebbles packs - multi coloured	20	Yearly	
	Mason jars - 500ml	20	Yearly	
	Glow Sticks	20	Yearly	
	Cement – bag All-purpose Cement 42,5N (50kg)	20	Yearly	
	Surgical gloves Surgical gloves 2 x box of 100 – large 1x box of 100 medium 1x box of 100 X-large	20	Yearly	
	Straw String - 4m	20	Yearly	
	Sequil Silver Material - 2M	20	Yearly	
	Air Brush	20	Yearly	
	Enamel Bowls - Medium and Large size	20	Yearly	
	Electric Cord Extension - 10m	01	Yearly	
	15x20mm Hosebib Bra RB HP IMP	120	Yearly	
	20x15mm Gal Bush Red M & F (235050-015)	120	Yearly	
	5Lt Kaufmann Pressure Sprayer HW1971005	120	Yearly	

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>PRICE</b>
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	20lt Clear Vanish	120	Yearly	
	10lt Thinners	120	Yearly	
	5lt Mahogany Stain	120	Yearly	
	5lt Sending Siller	120	Yearly	
	5lt Wood Glue	120	Yearly	
	Chipboard Screws 3.5mm X 30mm X 1000	120	Yearly	
	3.5mm X 50mm X 1000 X 3.5mm X 16mm X 600	120	Yearly	
	SAP Timber : - 152 x 38 x 6.6m + 38x 38 x 4.8m + 52 x 76 x 6.6m	120	Yearly	
	Heavy duty staples	120	Yearly	
	5L Wood stain	120	Yearly	
	Fine Sand paper	120	Yearly	
	Square head screws - 4 x 40 + 4 x 30	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All Unit Standards For Furniture Making Workshop</b> .... Continuation ...	Threaded bolts & nuts - 10/12 mm and 100 nuts	120	Yearly	
	Tube of cold glue 250ml	120	Yearly	
	Tube of waterproof glue Upholstery 280ml alcolin	120	Yearly	
	Upholstery cloth - 30m	120	Yearly	
	Spring upholstery - 100m	120	Yearly	
	Extension cable - 50m	120	Yearly	
	Supawood - 2700x 1800	120	Yearly	
	White Melamine - 2700x 1800	120	Yearly	
	Handle Bar	120	Yearly	
	Cupboard Handle	120	Yearly	
	Stain - Assorted Colours	120	Yearly	
	Hard Board White – 2440 x 1220 x 3mm	120	Yearly	
	Threaded Bolts - 12mm and 10mm	120	Yearly	
	Washers - 12mm and 10mm	120	Yearly	
	Nuts - 10mm and 12mm	120	Yearly	
	Iron-on Edging (White and Black) - 100m Each	120	Yearly	
	Drilling Machine	120	Yearly	
	Circular Saw Blades	120	Yearly	
	Vitemax / Afrox Welding Electrodes - 2.5mm	120	Yearly	
	Flexi-pipe - 100mm x 5m	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All Unit Standards For Welding Workshop</b>	Hot Rolled Sheet Metal (Plate) - 1.6mm	120	Yearly	
	Thinners 5l	05	Yearly	
	Expanded Metal	120	Yearly	
	Flap Disc 60 Coarse - 115mm (Pack)	120	Yearly	
	2 Litre Black Paint	05	Yearly	
	2 Litre Silver Paint	05	Yearly	
	Paint Brush	50	Yearly	
	Square Tube - 20mm	120	Yearly	
	Angle Iron - 25x25mm	120	Yearly	
	Flat Bar - 3mm X 20mm	120	Yearly	
	Cutting Disc - 115mm (Pack)	120	Yearly	
	Cutting Disc - 230mm	120	Yearly	
	Grinding Disc - 115mm (Pack)	120	Yearly	
	Round Bar - 6mm & 8mm	120	Yearly	
	Welding rods - 2.5mm / 5kg	120	Yearly	
	Way medium surge safe multi-plug ext cord - 6 x 16A / 6 x 5A with cord (230V) - 20m	02	Yearly	
	Angle Grinner Machine -230mm and 115mm	02	Yearly	
	Auto Darkening Helmet	120	Yearly	
	Welding rods - 2.5mm / 5kg	120	Yearly	
	Welding Helmets (Flip Front type)	120	Yearly	
	Safety Glasses (Green)	120	Yearly	
	Safety Glasses (Light)	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Materials For All Unit Standards For Welding Workshop</b> .... Continuation ...	Dust Masks (20 in Box)	120	Yearly	
	Apron Leather (1 size fits)	120	Yearly	
	Welding Caps	120	Yearly	
	Measuring Tapes 5m and 3m	02	Yearly	
	Drilling Machine	02	Yearly	
<b>Materials For All Unit Standards For Catering Workshop</b>	1.5l Blender	01	Yearly	
	10L Double Chips Fryer	01	Yearly	
	Cafe' Chips Cutter – 7 X 7 Vertical	01	Yearly	
	Cutting Knives	24	Yearly	
	Coffee Mugs 340ml White Basics Conical Mug set of 6	60	Yearly	
	Electric Cord Extension - 20m	02	Yearly	
<b>FIRST AID BOXES &amp; MATERIALS</b>	Safety Pins	90	Quarterly	
	Roller Bandages 50mm	27	Quarterly	
	Roller Bandages 75mm	27	Quarterly	
	Roller Bandage 100mm	27	Quarterly	
	Splint Wadding	18	Quarterly	
	Cutisoft Gauze Swabs 75mm	9	Quarterly	
	Examination Gloves Medium	18	Quarterly	
	Examination Gloves Large	18	Quarterly	
	Cpr Mouth Piece	18	Quarterly	
	Absorbent Cotton Wool 100g	9	Quarterly	
	Burn Shield Emergency Burn Care	9	Quarterly	
	Spillage Kit	9	Quarterly	
	Germolene Antiseptic Ointment	9	Quarterly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>FIRST AID BOXES &amp; MATERIALS</b> ..... Continuation ...	Eye Shield	9	Quarterly	
	Eye Gauze	9	Quarterly	
	Pair Scissors	9	Quarterly	
	Forceps / Tweezers ESD 10-15 safe Anti-static Tweezer Maintenance Repair Nippers Forceps x10	9	Quarterly	
	Rescue Blanket	9	Quarterly	
	Fabric Elastic Adhesive Plaster	9	Quarterly	
	Paper Tape	9	Quarterly	
	Box Plasters	9	Quarterly	
	Cetrimide Solution 1% 100ml	9	Quarterly	
	Mercuro-Chrome 2% 20ml	9	Quarterly	
	Wounds Pads 100mm	9	Quarterly	
	Sterile Gauze	18	Quarterly	
	First Aid Dressing 150mm	9	Quarterly	
	First Aid Dressing 75mm	9	Quarterly	
	Non Sterile Swab	9 Boxes	Quarterly	
	Tongue Depressors	9 Boxes	Quarterly	
	Trangular Bandages	36	Quarterly	
	Splints	18	Quarterly	
<b>Cost of Supply of Sports Equipment, Recreation, Educational, Vocational Training Material Supplies and First Aid Boxes Supplies And Refills</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				

### 15.11 COSTING STRUCTURE FOR LAUNDRY SUPPLIES AND MAINTENANCE

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
<b>Detergents</b>	25LT Dish washing liquid	04	Monthly	
	25LT Citro Power	04	Monthly	
	25LT Germotol	04	Monthly	
	25LT Bleach	04	Monthly	
	25LT Ammonia Multipurpose Cleaner	04	Monthly	
	25LT Floor Polish	04	Monthly	
	25LT Wax Polish	04	Monthly	
	25LT Hand Soap	04	Monthly	
	25LT Oven Cleaner	04	Monthly	
	25LT Window Cleaner	04	Monthly	
	25LT Hand Sanitizer	04	Monthly	
	25LT Disinfectant	04	Monthly	
	25KG Laundry Washing Powder	04	Monthly	
	25LT Laundry Detergent / Fabric Softener	04	Monthly	
<b>Cost of Supply of Maintenance Items/Equipment</b>				
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>				
<b>VAT @ 15%</b>				
<b>Total cost per specification</b>				



### 15.12 COSTING STRUCTURE OF PEST CONTROL, FUMIGATION AND DECONTAMINATION

SPECIFICATIONS	DESCRIPTION	QUANTITY	PRICE
<b>PEST CONTROL</b> <b>(Monthly Service)</b>	<b>FUMIGATION OF THE WHOLE FACILITY:</b> Court building (15 rooms) Police cell (14 rooms) Technical room (01 room) Generator room (01 room) Guardroom (01 room) Chemical store (02 rooms) Laundry (03 rooms) Kitchen (04 rooms) Boys' Dormitory (21 rooms) School area (15 rooms) Reception Area (29 rooms)	127 rooms in the entire facility	
<b>MANAGEMENT AND PREVENTION SERVICES</b>	<b>Bait Stations (Monthly Service)</b>	34	
	<b>Viper / Uv Lights for the kitchen (Monthly Service)</b>	02	
	<b>Snake Repellant for the whole facility (Monthly Service)</b>		
<b>Cost of Laundry Supplies and Maintenance</b>			
<b>Cost of delivery, inclusive of labour to the service point/ an area identified by the Department</b>			
<b>VAT @ 15%</b>			
<b>Total cost per specification</b>			

### 15.13 COSTING STRUCTURE OF SUPPLY OF MAINTENANCE ITEMS / EQUIPMENT

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
Items for day-to-day maintenance	LED Bulbs - 1.5m and 1.2m	45	Monthly	
	Door machines + locks	127	Yearly	
	Silver Bottle traps (SABS) – 32mm	45	Quarterly	
	Plastics Bottle traps (SABS) -32mm	45	Quarterly	
	Cirtern bottom valve – 20mm	45	Quarterly	
	Float arm valve	45	Quarterly	
	150L geyser element	05	Quarterly	
	Basin and Shower valves	45	Quarterly	
	Toilet flashing rods	45	Quarterly	
	20mm gate valves	45	Quarterly	
	¾ - 20mm CXC Adaptors	45	Quarterly	
	20mm couplers	45	Quarterly	
	20mm both ends flexible	45	Quarterly	
	water pipes			
	Chemical mixer or water purification system	45	Quarterly	
	Elements for the kitchen stove	10	Yearly	

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>PRICE</b>
<b>Items for day-to-day maintenance</b> .... Continuation ...	Elements and the thermostat for the food warmer	20	Quarterly	
	Replacing of perimeter lights (bulbs)	120	Quarterly	
<b>PEST CONTROL</b>	1L Termite and insect killer	05	Monthly	
	1L Herbicides and pesticides killer	05	Monthly	
<b>GARDENING TOOLS &amp; MACHINERY</b>	Petrol Site Cutting Machine petrol	02	Yearly	
	Galv Lawn Fan Rake HEADHW1540963 / 901-120	06	Quarterly	
	Garden Steel Rake HW1541118	06	Yearly	
	Digging Garden Spade Lasher	06	Yearly	
	Round Nose Shovel Lasher	06	Yearly	
	LLDPE Poly Wheelbarrow Quality	05	Yearly	
	Hedge Cutter Wavy Blade 907-02004	03	Half Yearly	
	Electric paving Blower	02	Yearly	
	3kg Pick Head Steel C&D HW1870400	05	Yearly	
	900mm Pick Handle Poly TIE9750 Lasher	05	Yearly	

<b>SPECIFICATIONS</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FREQUENCY</b>	<b>PRICE</b>
<b>GARDENING TOOLS &amp; MACHINERY</b> .... Continuation ...	20mmx30m Garden Hose Econ W/F DLD21	04	Quarterly	
	20mm Steel Mazal Mist Sprayer 1980122	06	Quarterly	
	RT55/385B Raco 4PCE ADJ Hose Nozzle Set	04	Quarterly	
	Bush cutter	05	Yearly	
	Fragram wavy blade shear (scissor)	120	Yearly	
	Bypass pruner	120	Yearly	
	Garden Sprinkler (Garden Oscillating Plastic Impulse Sprinkler)	120	Yearly	

SPECIFICATIONS	DESCRIPTION	QUANTITY	FREQUENCY	PRICE
FIRE EXTINGUISHERS AND FIRE-HOSE RILLS SERVICING AND REPLACEMENTS	4.5kg Fire Extinguishers	38	Yearly	
	5kg Co2 Fire Extinguishers	01		
	2kg Co2 Fire Extinguishers	02		
	Fire Blanket	01		
	1.5kg Fire Extinguishers	01		
	Fire Hose Rills	09		
	Fire Hydrants	03		
	Installation of Fire Extinguishers and fire blankets at workshops	04		
Cost of Supply of Maintenance Items/Equipment				
Cost of delivery, inclusive of labour to the service point/ an area identified by the Department				
VAT @ 15%				
Total cost per specification				

**PLEASE COMPLETE TABLE BELOW**

<b>DESCRIPTION</b>	<b>PRICE</b>
SECURITY SERVICES	
MEDICINE, MEDICAL EQUIPMENT AND SURGICAL SUPPLIES	
SANITARY WASTE AND MEDICAL WASTE DISPOSAL	
FOOD SUPPLIES (VEGATABLES, FRUITS, DRY GOODS, RELISH/ MEAT, DAIRY PRODUCTS, EGGS AND BREAD)	
FUEL, OIL AND GAS SUPPLIES	
CLEANING SUPPLIES	
PROTECTIVE CLOTHING SUPPLIES	
STATIONERY SUPPLIES	
BEDDING AND LINEN, CLOTHING, TOWELS AND TOILETRIES SUPPLIES	
SPORTS EQUIPMENT, RECREATION, EDUCATIONAL, VOCATIONAL TRAINING MATERIAL SUPPLIES AND FIRST AID BOXES SUPPLIES AND REFILLS	
LAUNDRY SUPPLIES AND MAINTENANCE	
PEST CONTROL, FUMIGATION AND DECONTAMINATION	
SUPPLY OF MAINTANANCE ITEMS/EQUIPMENTS	
TOTAL BID PRICE EXCLUDING VAT	
15% VAT	
TOTAL BID PRICE PER 12 MONTHS	
TOTAL BID PRICE FOR 36 MONTHS (3 YEARS)	

## **16 BID ENQUIRIES**

**Contact Person:** Supply Chain Management related matters:

Name: Mr. SJ. Mnguni

Tel: 018 388 2798/ 1529

E-mail: JMnguni@nwpg.gov.za

**Contact person:** Technical matters:

Name: Ms. Phyllis Fourie

Cel: 082 494 1281

E-mail: PFourie@nwpg.gov.za

**NB: ALL ENQUIRES MUST BE IN WRITING**

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF SOCIAL DEVELOPMENT</b>					
BID NUMBER:	NW/DSD/01/2022	CLOSING DATE:	18 July 2022	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF DULY AUTHORIZED SERVICE PROVIDER FOR THE PROVISION OF FACILITY MANAGEMENT AT MATLOSANA CHILD AND YOUTH CARE CENTRE (SECURE CARE PROGRAMS) IN DR KENNETH KAUNDA DISTRICT FOR A PERIOD OF 36 MONTHS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
FIRST FLOOR UNIVERSITY DRIVE					
PROVIDENT HOUSE BUILDING					
SUPPLY CHAIN MANAGEMENT DIRECTORATE					
NORTH WING ENTRANCE, MMABATHO 2735					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr SJ Mnguni		CONTACT PERSON	MS D Monyemore	
TELEPHONE NUMBER	018 388 2798/1529		TELEPHONE NUMBER	(018)294 3504	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	JMnguni@nwpg.gov.za		E-MAIL ADDRESS	Dmonyemore@nwpg.gov.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
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?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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 <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a> .
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: .....

## PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)

**NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.**

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of Bidder.....	Bid number.....
Closing Time 11:00 .....	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
<hr/>			
-	Required by:		.....
-	At:		.....
-	Brand and model		.....
-	Country of origin		.....
-	Does the offer comply with the specification(s)?		*YES/NO
-	If not to specification, indicate deviation(s)		.....
-	Period required for delivery		.....
-	Delivery:		*Firm/not firm

\*\* "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

\*Delete if not applicable

### A. NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES
2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left( D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

Pa	=	The new escalated price to be calculated.
(1-V)Pt	=	85% of the original bid price. <b>Note that Pt must always be the original bid price and not an escalated price.</b>
D1, D2..	=	Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
R1t, R2t.....	=	Index figure obtained from new index (depends on the number of factors used).
R1o, R2o	=	Index figure at time of bidding.
VPt	=	15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. The following index/indices must be used to calculate your bid price:

Index..... Dated.....      Index..... Dated.....      Index..... Dated.....  
Index..... Dated.....      Index..... Dated.....      Index..... Dated.....

4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

[illegible]

**B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS**

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

## 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<sup>1</sup> 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

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

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
 .....

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,  
 (name)..... in  
 submitting the 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<sup>2</sup> 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.
- ~~3.4 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.~~
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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

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.

- 3.6 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



## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

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

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

### 1. GENERAL CONDITIONS

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

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

1.2

a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the ..... preference point system shall be applicable; or

b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

(a) Price; and

(b) B-BBEE Status Level of Contributor.

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

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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

## 5. BID DECLARATION

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

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

## 7. SUB-CONTRACTING

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

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.....%

ii) The name of the sub-contractor.....

iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Black people who are youth	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are women	<input type="checkbox"/>	<input type="checkbox"/>

Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

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

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

8.2 VAT ..... registration  
number:.....

8.3 Company ..... registration  
number:.....

**8.4 TYPE OF COMPANY/ FIRM**

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....  
.....  
.....  
.....

**8.6 COMPANY CLASSIFICATION**

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the  
company/firm, certify that the points claimed, based on the B-BBE status level of  
contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies  
the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as  
indicated in paragraph 1 of this form;

## DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

### 1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

**The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.**

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp). Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
do hereby declare, in my capacity as .....  
of ..... (name of bidder  
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

**The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5

of 2000).

**SIGNATURE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

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

**WITNESS No. 2** \_\_\_\_\_

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



## **Annexure A**

### **GOVERNMENT PROCUREMENT**

### **GENERAL CONDITIONS OF CONTRACT**

#### **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.

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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.

- |  |  |
|--|--|
| <b>2. Application</b>  | <p>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.</p> <p>2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.</p> <p>2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.</p>   |
| <b>3. General</b>  | <p>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.</p> <p>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 <a href="http://www.treasury.gov.za">www.treasury.gov.za</a></p>  |
| <b>4. Standards</b>  | <p>4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.</p>  |
| <b>5. Use of contract documents and information; inspection.</b> | <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> |
| <b>6. Patent rights</b>  | <p>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.</p>   |
| <b>7. Performance security</b>                                   | <p>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.</p>   |

- 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

- (c) 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.



**16. Payment**

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

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.

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.

16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

**17. Prices**

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

**18. Contract amendments**

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

**19. Assignment**

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

**20. Subcontracts**

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

**21. Delays in the supplier's performance**

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.

21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

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

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without 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.