

QUESTIONS AND ANSWERS: BID NUMBER: SASSA 06-25-CS-NC

TOPIC 1: OFFICE REQUIREMENTS.			
Section	Requirement	Question	Responses
Car Wash Requirements	Annexure 1: Office Requirements.	The total number of Bakkies under the Regional Office is not the same as the number of vehicles listed under 5.4. Car Wash Requirements. On the Regional Office the number of bakkies is 7 and on Annexure 1 of the Office Requirements.	<ul style="list-style-type: none"> The error was from our side and to correct the error an Erratum will be published, which will extend the closing date of the bid.
TOPIC 2: FOOTPRINT ESTABLISHMENT			
Section	Requirement	Question	Responses
Paragraph 12 Footprint Establishment On page 32 of the TOR.	Site Inspection (Current Project Sites)	In relation to the site inspection, is this done during the tender phases or is this inspection done at the awarding of the tender? Does this mean the site inspection must be held at the office where the tender will be performed? Meaning prior to been awarded the tender, you will have to take the financial risk of acquiring the office space to rent, with all the cleaning material, gardening tools etc?	<ul style="list-style-type: none"> Current Project Sites of the Highest Scoring Bidders shall be inspected according to the checklist. Site inspection is conducted during the Evaluation Stage of the Tender, at the indicated premises in the Bidder's Bid Document. As relates to the financial risk, there should be any. Either the bidder owns a building, have an existing lease or an intension to lease (Obligation free)



			...The intension is to check the feasibility/suitability of the infrastructure
TOPIC 3: EQUIPMENT AND CONSUMABLES REQUIRED			
Equipment and Consumables required	Equipment and Consumables required.	Is there a provision for a material storage and office on premises? Is the tender box at the SASSA Regional office available for 24 hrs or specific hours?	<ul style="list-style-type: none"> • Yes, there will be a storage for monthly delivered material • Please note that SASSA will not be able to provide an office in the premises. The Service Providers must have their own offices outside SASSA. • Tender Box is available from 7:30 am to 16:00 Monday to Friday.
TOPIC 4: DISINFECTING REQUIREMENTS			
Disinfecting Requirements	Disinfecting Requirements	I just want to find out something. I saw the on the terms of reference that there's a quarterly disinfecting of offices. I just want to make sure that disinfecting does it include deep cleaning?	<ul style="list-style-type: none"> • Yes, when you deep clean and then you disinfect. • Disinfect SASSA Offices once a quarter and immediately upon request. • Once a quarter and immediately upon request by SASSA if there is an outbreak at any of our offices
TOPIC 5: SCOPE OF WORK AND DELIVERABLES			
Scope Of Work and Deliverables	Scope Of Work and Deliverables	Do we bid for both area A&B.	<ul style="list-style-type: none"> • The main objective is to procure the cleaning, disinfecting, car wash, sanitation, pest control and gardening services for SASSA Northern Cape



			<p>Region for a period of 36 months for the following areas:</p> <p>Area A (Kimberley Regional Office, Frances Baard District and Pixley Ka Seme District with Respective Local Offices),</p> <p>Area B (Namakwa, ZF Mgcawu And John Taolo Gaetsewe District with Respective Local Offices</p> <ul style="list-style-type: none"> • Bidders must ensure that a Separate bid document must be submitted for Area A and for Area B
TOPIC 6: PHASE TWO: TECHNICAL EVALUATION (FUNCTIONALITY)			
Experience in the industry / Knowledge & Capacity	Experience in the industry / Knowledge & Capacity	I was asking them to the you guys take in appointment letters instead of order. Remember some department they give us appointment letter instead of orders.	<ul style="list-style-type: none"> • It is important for the colleagues to note that you need to bring a reference letter which will support that appointment letter. • Should you not have that purchase order, you give the appointment letter, but it must also have a reference letter with verifiable information, so which will allow the agency to be able to contact those references and confirm the service that you've been given and to what level and to what amount and so



			<p>forth.</p> <ul style="list-style-type: none"> Bidders must complete the table outlining current and previous clients in government, State-Owned Entities and Private Entities reflecting names and contact details of client(s), the cleaning and related services rendered, start and end dates and the values of the contracts. (Annexure 3) Bidders must please fully complete all fields in Annexure 3 and not omit information then refer to supporting documents in the bid document. The above values of contracts must be supported by Reference Letters accompanied by award letters and/or purchase orders on the company letter head of the institution where the service was rendered in respect of each of the contracts reflected in table (a) above or a contract.



TOPIC 7: STAGE 2: PRICE AND SPECIFIC GOALS

<p>Stage 2: Price And Specific Goals</p>	<p>11.2.1 The Bidder(s) must calculate their prices according to the Department of Labour's latest published minimum employee wages, annual bonuses, leave and sick leave. Minimum wages escalate in November of each year, as indicated in the Sectoral Determination. Detailed particulars of the latest Government Gazette and Government Notice used to calculate the employee's wages must be attached to bid documents.</p> <p>11.2.2 Bidders must project and include into their bidding price all envisaged increments over the three (3) year's period, utilising bid price of year 1 as a base. Contract price adjustments will be done annually as per CPI on the anniversary of the contract and Sectoral Determination.</p>	<p>In terms of rates, I am not sure if the new rates you know for 2026, they are out. All right. And if not, because the closing date is when if we don't have the new rates. Before the closing date, should we assume now the rates for 2026? Because I believe the award is going to be on 2026 rates. The reason I'm asking is that I'm afraid that we can. We can quote on the on the labour rates for 2025 and then it closes and when it closes already, we are in 2026 new rates and then only to find that we have quoted on 2025 rates.</p> <p>So, in this regard, must we assume the escalation rates, which usually they are done in February, or how must you go about?</p>	<ul style="list-style-type: none"> • The advertising and closing of bids are during current rates, therefore bids will be evaluated using the rates in place during the closing of bids. Any price adjustments will be done during the anniversary of the contract through published sectoral determination and CPI.
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