



# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

**REQUEST FOR QUOTATION (OVER R30 000 to R1 000 000)**

**Limpopo Provincial Government Institution of Treasury**

Dear Sir/Madam

## **REQUEST FOR QUOTATIONS**

Kindly furnish LPT with a written quotation for the supply of goods/services as detailed in the enclosed schedule.

The quotation must be submitted **on a letterhead** of your business and **must** be submitted to the tender box at 46 Hans Van Renburg Steet Polokwane Before: **24 March 2026 @ 11h00am.**

The following conditions will apply:

- 1) Price(s) quoted must be valid for at least **hundred and twenty (120)** days from date of your offer.
- 2) Price(s) quoted must be firm and must be inclusive of VAT.
- 3) A firm delivery period must be indicated.
- 4) This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy, 2022 and for this purpose the enclosed SBD forms must be scrutinized, completed, and submitted together with your quotation.
- 5) The successful provider will be the one scoring the highest points.
- 6) Acceptance of the General Conditions of Contract can be found on the Provincial/National Treasury Website.
- 7) **The appointed Service Provider will be expected to deliver the goods and services within 30 days of receipt of a purchase order; failure to deliver will result in the purchase order being cancelled.**
- 8) **Bidders may attach the copy of CIPC registration report for verification of Directors/member information**

**NB: Failure to comply with the following conditions will invalidate your offer.**

- ✓ **No quotations will be considered from persons in the service of the state.**
- ✓ **No quotations will be considered if not on a company letterhead.**
- ✓ **Bidders are urged to read and understand the contents of SBD 4 form and give special attention on 2.3, failure to disclose ALL the companies under the directors on CSD will lead to disqualification.**

**NB: Points for specific goals should be claimed on SBD 6.1 and will be allocated according to the following means of verification, failure to claim will result in non-allocation of the points.**

| PREFERENCE GOALS  | MEANS OF VERIFICATION   |
|---|---|
| Black people ownership ≥51% ownership   | CSD and/or copy of company registration document  |
| Woman ownership ≥51% ownership  | CSD report  |
| Persons with disabilities ownership ≥51% ownership  | CSD and Compulsory Medical certificate from a recognized medical Practitioner                                 |
| Youth ownership ≥51% ownership  | CSD Report  |
| Locality – business / company based within a specific region (Limpopo) i.e. Municipal account/ address confirmation from Local Authority/Lease agreement) | Proof of Local Addresses e.g. (Municipal Account/ address confirmation from local authority/ lease agreement) |

**NB: Preference points should be completed and claim as prepopulated on the SBD 6.1, (not %, ✓ or x, it will result in non-allocation of points).**

  
Yours faithfully

**SIGNATURE: MAPHANGA T.H**



**PART A  
INVITATION TO BID**

| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE LIMPOPO PROVINCIAL TREASURY   |  |               |   |  |       |
|---|--|---------------|---|--|-------|
| BID NUMBER:   | LPT/QUT 113/2025   | CLOSING DATE: | 24 MARCH 2026   | CLOSING TIME:  | 11H00 |
| DESCRIPTION   | REQUEST FOR CLEANING OF WINDOWS AT LPT BUILDINGS (ISMINI TOWER AND TALAS IN POLOKWANE, LEBOWAKGOMO TRAINING CENTRE, VHEMBE DISTRICT OFFICE AND MOPANI DISTRICT OFFICE) |               |   |  |       |
| <b>BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>   |  |               |   |  |       |
| LIMPOPO PROVINCIAL TREASURY   |  |               |   |  |       |
| 46 HANS VAN RENSBURG  |  |               |   |  |       |
| POLOKWANE   |  |               |   |  |       |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>   |  |               | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>                    |  |       |
| CONTACT PERSON  | SEBATA JR  |               | CONTACT PERSON  | MATHOSA MS   |       |
| TELEPHONE NUMBER  | 015 298 7279/7280  |               | TELEPHONE NUMBER  | 015 291 7226   |       |
| FACSIMILE NUMBER  | 015 298 7151   |               | FACSIMILE NUMBER  |  |       |
| E-MAIL ADDRESS  | sebatajr@treasury.limpopo.gov.za   |               | E-MAIL ADDRESS  | mathosams@treasury.limpopo.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  |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF]   |               | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[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?   |  |               | <input type="checkbox"/> YES <input type="checkbox"/> NO          |  |       |
| IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?   |  |               | <input type="checkbox"/> YES <input type="checkbox"/> NO          |  |       |
| IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW. |  |               |   |  |       |

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

|                                       |   |
|---------------------------------------|---|
| <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.                                  | ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.   |
| 1.3.                                  | THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. |
| 1.4.                                  | THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).  |
| <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 WEB SITE WWW.SARS.GOV.ZA.   |
| 2.4                                   | BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.  |
| 2.5                                   | IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.  |
| 2.6                                   | WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.   |
| 2.7                                   | NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."                 |

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

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

**PRICING SCHEDULE – FIRM PRICES  
(PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

**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: LPT/QUT 113/2025 |
| Closing Time <b>11H00</b> | Closing date: 24 March 2026  |

OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID.

| ITEM NO. | QUANTITY | DESCRIPTION | BID PRICE IN RSA CURRENCY<br>** (ALL APPLICABLE TAXES INCLUDED) |
|----------|----------|-------------|---|
|----------|----------|-------------|---|

- 
- 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
  - Delivery basis .....

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

\*\* "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

**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 institution | State |
|-----------|-----------------|---------------------|-------|
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |
|           |                 |                     |       |

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

<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.

**SBD4**

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.

|                    |                         |
|--------------------|-------------------------|
| .....<br>Signature | .....<br>Date           |
| .....<br>Position  | .....<br>Name of bidder |

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

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

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

**1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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

*(delete whichever is not applicable for this tender).*

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

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

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

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

The maximum points for this tender are allocated as follows:

|  | POINTS     |
|--|------------|
| PRICE  | 80         |
| SPECIFIC GOALS                                   | 20         |
| <b>Total points for Price and SPECIFIC GOALS</b> | <b>100</b> |

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

## 2. DEFINITIONS

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

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

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

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

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

3.2.1. **POINTS AWARDED FOR PRICE**

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

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

Where

- Ps = Points scored for price of tender under consideration  
Pt = Price of tender under consideration  
Pmax = Price of highest acceptable tender

4. **POINTS AWARDED FOR SPECIFIC GOALS**

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

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

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

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

| The specific goals allocated points in terms of this tender  | Number of points allocated (90/10 system) (To be completed by the organ of state) | Number of points allocated (80/20 system) (To be completed by the organ of state) | Number of points claimed. (90/10 system) (To be completed by the tenderer) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|--|---|---|--|---|
| Black people ownership ≥ 51%   | N/A   | 7   | N/A  |   |
| Woman ownership ≥ 51%  | N/A   | 6   | N/A  |   |
| Persons with disabilities ownership ≥ 51%  | N/A   | 2   | N/A  |   |
| Youth ownership ≥ 51%  | N/A   | 3   | N/A  |   |
| Locality – business / company based within a specific region (Limpopo) i.e. Municipal account/ address confirmation from Local Authority/ Lease agreement) | N/A   | 2   | N/A  |   |

**DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

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

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

|   |                                  |
|---|----------------------------------|
| .....<br><b>SIGNATURE(S) OF TENDERER(S)</b> |                                  |
| <b>SURNAME AND NAME:</b>                    | .....                            |
| <b>DATE:</b>                                | .....                            |
| <b>ADDRESS:</b>                             | .....<br>.....<br>.....<br>..... |



**SPECIFICATION**

**CLEANING OF WINDOWS AT LIMPOPO PROVINCIAL TREASURY: ISMINI TOWERS (POLOKWANE), TRAINING CENTRE (LEBOWAKGOMO), VHEMBE DISTRICT OFFICE, MOPANI DISTRICT OFFICE AND TALAS BUILDING (POLOKWANE)**

1. Offices are as follows: -

| <b>ISMINI TOWERS (POLOKWANE)</b>  |   |                           |  |
|---|---|---------------------------|--|
| <b>Four (04) floors – (Ground floor, 1<sup>st</sup> floor, 2<sup>nd</sup> floor, and 3<sup>rd</sup> floor</b> |   |                           |  |
| <b>Item no</b>  | <b>Description</b>  | <b>Quantity in Number</b> | <b>Total Quantity in m<sup>2</sup></b> |
| 1   | Aluminum windows with 1.71m <sup>2</sup> *2 glass per window  | 254                       | 868.68m <sup>2</sup>                   |
| 2   | Shopfronts with 750m <sup>2</sup> *2 glass                    | 1                         | 1500m <sup>2</sup>                     |
| 3   | Aluminum glass door with 1.44m <sup>2</sup> *2 glass per door | 20                        | 57.6m <sup>2</sup>                     |
| 4   | Fanlights with 0.24m <sup>2</sup> *2 glass                    | 154                       | 73.92m <sup>2</sup>                    |
| <b>Grand Total</b>  |   |                           | <b>2500m<sup>2</sup></b>               |

| <b>MOPANI DISTRICT OFFICE</b>          |   |                           |  |
|--|---|---------------------------|--|
| <b>One (01) floor – (Ground floor)</b> |   |                           |  |
| <b>Item no</b>                         | <b>Description</b>  | <b>Quantity in Number</b> | <b>Total Quantity in m<sup>2</sup></b> |
| 1                                      | Aluminum windows with 1.71m <sup>2</sup> *2 glass per window  | 37                        | 126.54m <sup>2</sup>                   |
| 2                                      | Aluminum glass door with 1.44m <sup>2</sup> *2 glass per door | 02                        | 5.76m <sup>2</sup>                     |
| <b>Grand Total</b>                     |   |                           | <b>132m<sup>2</sup></b>                |

| VHEMBE DISTRICT OFFICE          |   |                    |                                  |
|---------------------------------|---|--------------------|----------------------------------|
| One (01) floor – (Ground floor) |   |                    |                                  |
| Item no                         | Description   | Quantity in Number | Total Quantity in m <sup>2</sup> |
| 1                               | Steel windows with 1.71m <sup>2</sup> *2 glass per window | 21                 | 71.82m <sup>2</sup>              |
| 2                               | Shopfronts with 251m <sup>2</sup> *2 glass                | 1                  | 502m <sup>2</sup>                |
| <b>Grand Total</b>              |   |                    | <b>573.82m<sup>2</sup></b>       |

| LEBOWAKGOMO TRAINING CENTER              |   |                    |                                  |
|--|---|--------------------|----------------------------------|
| One (01) floor – (1 <sup>st</sup> floor) |   |                    |                                  |
| Item no                                  | Description   | Quantity in Number | Total Quantity in m <sup>2</sup> |
| 1  | Aluminum windows with 1.71m <sup>2</sup> *2 glass per window  | 30                 | 102.6m <sup>2</sup>              |
| 2  | Shopfronts with 450m <sup>2</sup> *2 glass                    | 1                  | 900m <sup>2</sup>                |
| 3  | Aluminum glass door with 1.44m <sup>2</sup> *2 glass per door | 04                 | 11.52m <sup>2</sup>              |
| <b>Grand Total</b>                       |   |                    | <b>1014.12m<sup>2</sup></b>      |

| TALAS BUILDING (POLOKWANE)   |   |                    |                                  |
|--|---|--------------------|----------------------------------|
| Three (03) floors – (Ground floor, 1 <sup>st</sup> floor, and 2 <sup>nd</sup> floor) |   |                    |                                  |
| Item no  | Description   | Quantity in Number | Total Quantity in m <sup>2</sup> |
| 1  | Steel windows with 2.3 m <sup>2</sup> *2 glass per window | 61                 | 140.3m <sup>2</sup>              |
| 2  | Shopfronts with 1.18 m <sup>2</sup> *2 glass              | 8                  | 9.44 m <sup>2</sup>              |
| <b>Grand Total</b>   |   |                    | <b>149.74m<sup>2</sup></b>       |

NB. These square meters have been multiplied by two (02) to enable the service provider to clean the **interior and exterior** of the glass.

## **2. MANDATORY REQUIREMENTS**

2.1. The service providers **MUST** provide and have the following:

- ✓ A valid certification of registration with any of the relevant cleaning services or related board/association.
- ✓ A letter of good standing with the Office of the Compensation Commissioner of Department of Employment and Labour (DoEL).

## **3. OTHER REQUIREMENTS**

3.1 The appointed service provider must:

- ✓ Ensure that the scaffolding meet the requirements as mandated by the Occupational Health and Safety Act (OHSA) (Act 85 of 1993) and the South African National Standards (SANS) 10085.
- ✓ Ensure the protection, health and safety of the departmental employees and clients, as well as the protection of the workplace and the environment in general.

4. A briefing session will be held at the LPT Ismini Towers, Polokwane, but is compulsory.

5. Contact Person: Mr. Mathosa MS: 015 298 7226 or Mr. Manamela M: 0152987036.